### **BOARD OF SUPERVISORS**

### Brown County

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### **EDUCATION & RECREATION COMMITTEE**

John Van Dyck, Chair Corrie Campbell, Vice Chair Tom Katers, Staush Gruszynski, Harold Kaye

### **EDUCATION & RECREATION COMMITTEE**

Thursday, March 5, 2015 5:30 p.m. Ashwaubenon Branch Library 1060 Orlando Drive, Ashwaubenon, WI

### \*\*NOTE MEETING LOCATION\*\*

### NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEMS LISTED ON THE AGENDA

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of February 5, 2015.

### **Comments from the Public**

- 1. Review Minutes of:
  - a. Library Board (January 15, 2015).

### Communications: None.

### <u>Museum</u>

- 2. 2014 to 2015 Carryover Funds.
- 3. Discussion of Museum Admission Fees (Per Chair Van Dyck's request at February Education and Recreation Committee Meeting).
- 4. Director's Report.

### <u>Library</u>

- 5. 2014 to 2015 Carryover Funds.
- 6. Library/President's Report.

### **NEW Zoo & Park Management**

- 7. 2014 to 2015 Carryover Funds.
- 8. Resolution re: International Migratory Bird Day.

- 9. Approval of Bid for Project #1737A Adventure Park Base Camp Building (Handout will be provided at meeting).
- 10. Approval of Bid for Project #1821 Culvert Repair & Replacement on the State Trails (Handout will be provided at meeting).
- 11. Request for fee waiver of Reforestation Camp Ski Lodge
  - a. Bay Nordic's Project Illumination Fundraising Event, April 18.
- 12. Approval of MOA's Between the County and Support Groups.
  - a. Green Bay Duck Hunters Association.
  - b. Brown County Conservation alliance.
  - c. Wayside Morrison Lions Club.
- 13. Open Position Report.
- 14. Field Staff Reports/Attendance Reports.
- 15. Assistant Director's Report.
- 16. Zoo Director's Report.

### **Golf Course**

- 17. 2014 to 2015 Carryover Funds.
- 18. Discussion and review of the potential sale of extra land the Golf Course owns. *Motion at February Ed and Rec Meeting: To refer issue back to staff for further review of the plot and to further divide and combine the plots.*
- 19. Open Positions Report.
- 20. Superintendent's Report.

### Resch Centre/Arena/Shopko Hall

21. 2014 to 2015 Carryover Funds.

### Other

- 22. Audit of bills.
- 23. Such other matters as authorized by law.
- 24. Adjourn.

John Van Dyck, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

### PROCEEDINGS OF THE BROWN COUNTY EDUCATION & RECREATION COMMITTEE

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Education & Recreation Committee** was held on Thursday, February 5, 2015 in Room 200, Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

Present: Harold Kaye, Staush Gruszynski, Tom Katers, John Van Dyck, Cori Campbell
Also Present: Matt Kriese (Parks Dept.), Neil Anderson (N.E.W. ZOO), Beth Lemke (Neville Museum),
Supervisor Dave Landwehr, Supervisor Bernie Erickson, Supervisor Thomas Lund,
Chad Weininger, Scott Anthes (Golf Course), Supervisor Erik Hoyer,
Dr. Chris Wagner (Library Board), Lori Denault (Library)

- I. Call to Order.
- I. Call meeting to order.

The meeting was called to order by Chair John Van Dyck at 05:32 p.m.

II. Approve/Modify Agenda.

Motion made by Supervisor Kaye, seconded by Supervisor Gruszynski to approve agenda. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

III. Approve/modify minutes of January 8, 2015.

Motion made by Supervisor Katers, seconded by Supervisor Campbell to approve. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

### **Comments from the Public**

No comments

- 1. Review Minutes of:
  - a. Library Board (November 20, 2014).

Motion made by Supervisor Katers, seconded by Supervisor Kaye to receive and place on file. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

b. Neville Public Museum Governing Board (January 12, 2015).

Motion made by Supervisor Gruszynski, seconded by Supervisor Campbell to receive and place on file. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

### Communications

2. Communication from Supervisor Tom Lund re: To examine the rental fee policy for non-profits for use of the Brown County Fairgrounds. *Referred from January County Board*.

Supervisor Lund got an email from a constituent that wanted to rent the Brown County Fair Grounds possibly the Shriners. Was asked about a difference in the rental fee from 2014-2015 which went up \$80. Supervisor Lund was confused by the inquiry because he wasn't aware of a fee increase.

Supervisor Van Dyck asked Matt Kriese from the Parks Department to address the question. Kriese looked into the fee schedule from 2013-2014. Prior rental fees for the group were \$400. In 2014, the budget did increase fees so that fee would be \$475; a \$75 dollar increase.

Kriese says that Brown County fees are lower when compared to surrounding counties like Winnebago whose fees are double Brown County's. Supervisor Lund commented that Brown County fees are fair when compared to other counties. Supervisor Lund asked if there were any additional complaints regarding fees. Kriese said that there were none.

Kriese addressed commercial fees versus non-profits fees, and provided handout (See Attachment) to supervisors about current Brown County policies. He said that Brown County policies were comparable or slightly looser than surrounding counties. A commercial event is defined as anytime there is a profit. Basically anytime there is going to be transaction or sales a renter will be considered commercial.

Supervisor Lund said he would notify his constituents that fees did go up. Kriese clarified that with this specific renter confusion could have been created because of their contract, specifically the timing of the contract. He signed contract in 2013, so even though prices went up in 2014, the renter was able to get the price at the 2013 level.

Supervisor Campbell asked if the Shriners come every year. Kriese said that according to records they've been coming for 5-6 years.

Supervisor Gruszynski asked if there's been an increase or decrease of renters after the fee increase. Kriese said there has been an increase of renters from a diversity of backgrounds.

Supervisor Campbell asked if the user groups that use the fairgrounds have been notified of the fee increase. Kriese responded that they had and contracts are in place for 2015.

Supervisor Lund asked what type of insurance limit a renter is required to have. Kriese said that vendors must have a 1 million dollar minimum.

Motion made by Supervisor Katers, seconded by Supervisor Kaye to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

3. Communication from Supervisor Erickson re: Standing invitation to all Education and Recreation Committee members to attend the Museum Governing Board meetings which are held at 4:30 p.m. the second Monday of each month at the Neville Public Museum.

Supervisor Erickson addressed the committee to explain the museum board's invitation to the EDREC Committee. Prior to 2014/2015 session, Supervisor Hoyer was the link between the EDREC Committee and the museum board. Supervisor Erickson talked about makeup of museum board, and said there are three branches of the museum: staff, county supervisors, and the foundation. Emphasized that lots of people makeup the governance of the museum. What the museum wants to express to the committee is the need for attendance on the governing board. The museum board meets on the 2<sup>nd</sup> Monday of the month. The museum board wishes for an EDREC supervisor to sit on the museum board. Supervisor Erickson would like there to be a link between the museum board and EDREC Committee.

Supervisor Van Dyck commented that once proper language and code section is received, the issue will be corrected on both the museum board and library board. There is a current term length issue where a person is appointed to 2 year term on EDREC, but a 3 year term on a governing board. Supervisor Van Dyck says that when a supervisor goes off the EDREC Committee they should also go off the subcommittees.

Supervisor Van Dyck asked if there was a volunteer amongst current members who would be willing to attend the museum board and prepare a report. Supervisor Gruszynski volunteered to make an effort to be the EDREC link to the museum board.

Motion made by Supervisor Gruszynski, seconded by Supervisor Katers to receive and place on file. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

### **NEW Zoo & Park Management**

4. Discussion regarding past communication to implement park citations.

Matt Kriese and Neil Anderson addressed the committee jointly.

Supervisor Van Dyck asked if there were any further concerns about park citations. Kriese commented that there are no changes on his end, and that they were looking to the EDREC committee for a recommendation on how to move forward. Supervisor Van Dyck asked for a summary of past events. Kriese stated that it started with Supervisor Landwehr who wanted to look at trail areas for noncompliance. The public needs to know that there is a pay-to-play policy. People need to pay fees to use county parks and trails. Kriese mentioned that current ordinance violations cost from \$150-\$200 for failure to pay a \$5-\$60 fee. The Parks Department is interested in changing penalties by switching from ordinance violations to a violation notice penalty. The department got the idea from Dane County parks department. Money currently collected as ordinance violations goes to Sheriff's Dept., not the Parks Dept. The proposed violation notice would not be an official Chapter 8 violation or citation and thus money collected could stay with the Parks Dept. Violation notice could be hypothetically \$35 and a person has 14 days to pay. If people didn't pay, then it would move to the court system with the higher stiffer fine. Parks is not looking to penalize someone.

Supervisor Kaye asked what a pass costs. Kriese responded with costs of each pass, clarifying that some passes are set by state DNR. Supervisor Kaye wants to make sure we aren't turning people away.

Supervisor Kaye asked if a person could buy a pass that day versus paying the \$200 fine. Kriese responded that there are pay boxes located throughout the park system so it is possible. Supervisor Kaye asked if the person who stopped the violator can sell the pass. Kriese said no, not at this time.

Kriese commented that the parks system is working towards an online POS system where people can purchase day passes or annual passes.

Supervisor Kaye asked if people were coming to the boat launches without purchasing passes. Kriese said that several hundred parking tickets are issued, but restated that that money goes to Sheriff's Dept.

Supervisor Campbell asked if the \$35 would stay in Parks Department. Kriese said yes and further that it would stay in the specific activities account (ie. Ski violation payment would stay in ski account).

Supervisor Van Dyck asked a question about how the phone and POS system is developing. Kriese said there a lot of compliance issues that need to be addressed first and gave a response that it might be late spring or fall. Kriese said a budget adjustment would be needed, as cost was not factored into current budget. It would depend how quickly other things fall in place.

Chair Supervisor Van Dyck recognized Supervisor Erickson, Supervisor Erickson asked about enforcement. He suggested that people are doing activities that don't require a pass. He then asked if

kids are subject to these fees. Erickson feels that it's better for kids to be on the sidewalk than in the street.

Supervisor Erickson also said that boat parking is bad because people are not paying the citations. The county needs to enforce the violations, before you start issuing citations. Kriese agreed that these situations are happing. Supervisor Erickson asked how much the county made on passes. Kriese said that the Parks Dept. made about \$80k last year in passes, and suggested to Supervisor Erickson that the county lost out on another \$80k in unpaid passes and violations.

Kriese believes that more education is required to increase compliance. Chair Supervisor Van Dyck recognized Supervisor Lund. Supervisor Lund feels a 25 dollar violation fee would be fair. He says that the online POS is key to increasing compliance. Supervisor Lund says that people don't really carry cash anymore, and that is a problem for paying.

Supervisor Van Dyck asked if park personnel carry cellphones. Kriese said yes. Supervisor Van Dyck asked if a person could charge someone via a county issued POS smartphone. Kriese said it may be possible but had concerns.

Supervisor Van Dyck asked if there was a way to reconcile the day pass over the fine. He suggested that if a violator could purchase day pass on-site of violation, it may get more money than just issuing citations. Kriese said that he isn't sure if setting accounts up in the field is possible. Supervisor Van Dyck is wondering if we are ahead of the game on this.

Supervisor Katers commented that it's well-known that the parks department will not strictly enforce the rules. Supervisor Katers feels that the POS can be a valuable tool wished the online system was up and running. Thinks that on-site sale ability is important since nobody carries change or cash, so the ability to do credit card processing is important.

Anderson answered that they are looking into remote wireless POS systems at the zoo because it's an inconvenience at events like Zoo Boo to have a hard wired POS only.

Supervisor Katers asked who would be enforcing the rules. Kriese answered that they employ 1 full-time ranger type person.

Anderson said that security issues are what are holding stuff up currently. The county wants a secure system.

Supervisor Campbell asked if the county has an app designer. Kriese said that there are a lot of compliance issues. The county doesn't want a hack, so Kriese wants to make sure security is tight.

Supervisor Van Dyck agrees with Supervisor Erickson that this is not a five thousand dollar problem, but a tens of thousands dollar problem. Supervisor Van Dyck wants to make sure we are not losing money on this. Let's get our park people out there to collect what is fair and due. Fining is upsetting, let's sell passes instead.

Supervisor Gruszynski said that we don't want discourage use of public areas. He mentioned a three strike possibility for perpetual violators; on third violation they'd be fined. Kriese answered that if people are stopped now, they have three days to buy an annual pass and that's a punishment itself.

Supervisor Campbell believes that the money made needs to stay in the Parks department. Maybe this program could pay for itself. Supervisor Gruszynski agrees. Kriese commented that they have not been writing citations because of the fact that the money goes to the Sheriff's department.

Supervisor Campbell asked if an action item was needed. Supervisor Van Dyck said it would be relegated back to staff, and then he talked about Hilly Haven self-serve driving range, and staff-less monitoring opportunities.

Supervisor Campbell disagrees that people would pay at self-serve stations.

Supervisor Gruszynski asked if things would be better known in 60 days about the POS system. Kriese said that that was most likely.

### <u>Supervisor Gruszynski motioned to send issue back to staff for 60 days for further review. Seconded by Supervisor Campbell. Vote Taken. MOTION CARRIED UNANIMOUSLY</u>

- 5. Request for fee waiver of Reforestation Camp Ski Lodge.
  - a. NEW Zoological Society's "Skunks are Beautiful" Cribbage Tournament.

Motion made by Supervisor Katers, seconded by Supervisor Campbell to approve. Vote taken. <u>MOTION</u> <u>CARRIED UNANIMOUSLY</u>

6. Approval of bid for project #1737 – Adventure Park Base Camp Building (Handout to be provided at meeting).

No Handout provided. Matt Kriese said that all the bids for the Base Camp Building came in over budget. They are doing some redesign, and new bids will come in March 3<sup>rd</sup>. They are still on schedule.

Supervisor Kaye asked how much budget was over. Kriese responded that the lowest was \$14k over, highest was \$60k over. Anderson said that it was a \$250k budget.

Supervisor Kaye asked how many bidders there were. Kriese and Anderson responded that there were eight bidders. Anderson asked designer to do something to meet the budget.

Supervisor Kaye asked if the bidding contractors were local. Kriese responded that they were all from the NE Wisconsin region.

Motion made by Supervisor Campbell, seconded by Supervisor Gruszynski to hold for 30 days while new bids come in. Vote Taken. <u>MOTION CARRIED UNANIMOUSLY.</u>

7. Discussion regarding Suamico Boat Landing area and parking.

Matt Kriese provided update. Parks Department met with Village of Suamico. After the meeting Kriese posed the question to DNR supervisor, and provided three alternatives to expand parking. DNR said that reasonable alternatives to parking exist, and granting any permit that would permit the filling of wetlands is unlikely. Kriese stated that the village has asked the county to pressure the state legislature to make this happen for Village of Suamico. Kriese also mentioned that for the county to move forward any money would have to be spent on wetland delineations.

Supervisor Campbell asked how many spaces would be added in the 1<sup>st</sup> option. Kriese said 28 additional trailers spots would become available. Kriese said that people are currently walking on the street from overflow parking which is over 2000 feet away. Kriese showed the three different parking options to the supervisors using maps. Kriese also showed a bridge that was going to be built over a ditch so people would have better access to their boats. He said that the DNR was supportive of that effort and was willing to pick up half the cost.

Supervisor Van Dyck asked if there was a plan that would not require wetland fill. Kriese said no, and that wetland fill would be a factor in all three plans.

Supervisor Erickson was recognized. Suggested Dean Haen should be called about wetland tradeoffs, or contact the Paul with Public Works Department as they have worked with the state on such issues. Kriese restated that the DNR said that it would be highly unlikely the DNR would issue permits for any wetland fill.

Supervisor Lund said that there is a dike at the end of the path and fish can't even get into the ditches that would be filled. Kriese said the DNR doesn't want fish in there. Supervisor Lund continued that why the wetlands are diked up from fish was a confusing issue as he felt that those areas would be good for Northern Pike. Regarding the parking, Supervisor Lund asked if it would help if the lot was done with a gravel surface, not asphalt. Kriese didn't believe there would be any difference as wetlands would still need to be filled. Supervisor Lund said that the boat launch has more problems than just the parking issue.

Anderson said that if the state would have come together with the village and the county, this issue could have been resolved. Kriese commented that this issue has been to Madison, believes that the Deputy Secretary of the DNR is aware of the issue.

Supervisor Van Dyck asked how much would a wetland delineation cost so the DNR could look at a permitting process. The county needs to get our 'no' from the DNR before the county can pressure legislators to take on the issue. Kriese thought that it would cost \$3k-\$8k, but asked who would be requesting the permit; the village or the county.

Supervisor Lund said that a joint meeting is needed between the county and the village, and feels the village should contribute to any cost incurred by the county. Supervisor Lund says there needs to be buy-in from the county board and village.

Supervisor Campbell said that the issue is going to be how much money is the county going to lose on the process.

Supervisor Lund said the county executive's veto is also a factor. If all the players aren't in play, the plan should just be let go.

Supervisor Katers asked if Kriese had talked to the DNR about all three plans. Kriese said yes. Supervisor Katers said that we need the DNR on board before we move forward. Kriese restated that the DNR has said that they are very unlikely to issue a permit for any of the three options.

Anderson said that the DNR had walked the areas with county representatives, and the DNR recommended purchasing land on the other side of the river for a parking lot. Kriese said that the quality of the wetlands is also a factor for the DNR. The wetlands along the Suamico River are very high quality.

Supervisor Van Dyck said the county will need to spend \$7k to just get a proposal before them. Kriese said yes, and was told that delineation was needed, and for that, an outside firm would be needed.

Supervisor Van Dyck asked about how many spots (not including road) would be added. Kriese responded that there would be 28 spots. It would be a gravel lot.

Kriese commented that fishing tournaments are big in this area. He suggested that the bay is better fishing than much of Canada, and that the county is losing people because of the parking situation.

Supervisor Campbell asked if people can reserve parking spots if they are part of an event. Kriese responded that most tournaments are out of Oconto or metro as they are the big launches. We are not able to host a large tournament. It is the people who come a few days or a week early to pre-fish and find the spots that are taking the spots at smaller more local launches.

Supervisor Campbell asked if the village was on board. Kriese said that's up to the village.

Supervisor Gruszynski said he is having a tough time justifying it. The DNR is not supportive, and the cost is high. He feels that with the annual pass at \$30.00, it will take too long to recover costs.

Supervisor Van Dyck asked about the location that costs \$75k. Kriese said it was in the same situation with regards to the wetlands delineation. Anderson said the DNR said that it also was unlikely to happen. Kriese said from the state perspective, there are a lot of boat launches within the area so expanding the Suamico isn't necessary to access to waters.

Supervisor Gruszynski asked if the DNR turns us down, the county would have to approach the legislature for legislation similar to the Cabela situation. Kriese said yes.

Supervisor Van Dyck said we need to get all the parties on board before moving forward. Feels legislature action will require a no first from DNR.

Kriese will contact the county vendors for estimates, and asked if he should get estimates for gravel or asphalt surface. Supervisors preferred asphalt.

Motion made by Supervisor Van Dyck, seconded by Supervisor Kaye to come back in 60 days after looking at the two options excluding parking on the street and forming a budget number to bring back to committee. Vote Taken.

Ayes: Supervisor Kaye, Supervisor Van Dyck, Supervisor Katers, and Supervisor Campbell

Nays: Supervisor Gruszynski MOTION CARRIED: 4 to 1

### 8. Field Staff Reports/Attendance Reports.

Supervisor Van Dyck asked about current staffing situations. Kriese said that the department went through reorganization.

Supervisor Van Dyck asked about the status of the trails at the reforestation camp. Kriese said they weren't good for winter sport.

Motion made by Supervisor Katers, seconded by Supervisor Kaye to approve receive and place on file. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

### 9. Assistant Park Director's Report.

Kriese provided a handout (See Attachment). Kriese talked about a program in the Park Department called "Adopt a Trail". He said that the department is working on partnerships within friends' groups. Sees major changes in the next year.

Lions club will be doing Memorandum of Agreement (MOA) program to raise \$35k for park bridge.

Motion made by Supervisor Katers, seconded by Supervisor Campbell to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

### 10. Zoo Director's Report.

Neil Anderson presented. He provided a handout (See Attachment) from zoo society outlining how much the society has supported the zoo; approximately \$304k in both in-kind and direct funds. They are in the process of finishing the animal hospital. Anderson hopes to have a Spring meeting at the Zoo. Old animal hospital will be dine-in kitchen. Mentions "Feast with Beasts" was successful.

Anderson provided 2<sup>nd</sup> handout (See Attachment) of operations report for January.

The zoo has its wall of honor relocated to the Mayan Restaurant. The zoo is shifting away from the outdoor bronze plaques and moving towards donor plaques that will go up on the Mayan restaurant walls. Showed Pictures.

Visitor center is being completely remodeled. Men's restroom is getting retiled; entrances and gift shop will be all themed.

Anderson said that it has been quiet animal wise. The zoo will be getting a penguin from Georgia, and a burrowing owl from St. Louis.

Anderson attended the Zoo & Aquariums Director's Annual Conference. SAFE program is a major new initiative and something the N.E.W. Zoo is going to embrace. The program will be trying to help save animals from extinction. Anderson outlined the drastic decline of animal populations in the world, and the need for this program.

Frito Lay is a partner and will be donating six figures to this conservation project. The national society hired a large marketing firm for PR. Anderson emphasized that the zoo community has the capability to save these species.

Supervisor Campbell asked if there was a database of animals being helped. Anderson directed her to view the penguin video. Numbers are changing drastically on penguin species populations.

Supervisor Van Dyck congratulated Anderson and staff on a good start to the year.

Motion made by Supervisor Katers, seconded by Supervisor Kaye to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY.

### **Golf Course**

11. Discussion and review of the potential sale of extra land the Golf Course owns – Per Supervisor Van Dyck at the January Ed and Rec meeting.

Scott Anthes presented. Revisited issue of sale of golf course property. Anthes provided handouts showing plots in question (See Attachment). Anthes took supervisors through 79.7 acre area that is proposed to be sold. Directed attention to three specific areas and recommended that the county retain the 6.838 acre plot, the 2.75 plot and 5 acres of the 12.978 plot. This would reduce the area able to be sold to approximately 65 acres. Total value of the 79.7 acres is approximately \$760,000 as of an evaluation done on 05/13/2013.

Supervisor Van Dyck asked if the reduction would drop it by \$160,000. Anthes believed that would be correct.

Supervisor Campbell asked where the money would go. Supervisor Van Dyck said that it would stay with the Golf Course, but the Golf Course owes the county's General Fund. According to Anthes, the Golf Course owes just above \$330,000 plus another loan of \$270,000, so approximately \$600,000 total.

Supervisor Kaye asked about driving range and other proposed projects from the past; commenting that if sold it would be costly to repurchase later.

Anthes said that with current regulations by the DNR, 45 of the 79 acres are unusable because of wetland status. Supervisor Kaye asked if the land wasn't useable were there going to be bidders. Anthes said that there are already bidders that are interested. There are 20 acres that are currently leased out to a farmer, and the county makes about \$1,000 a year on that lease.

Supervisor Campbell mentioned the driving range possibility. Anthes said that a driving range is just not feasible because of accessibility. The only way would be to use the railroad bed to get there. Scott said that a self-serve ball machine would also be required.

Supervisor Kaye asked what is expected as to the actual resale value. Anthes said that he can only go off the report evaluation of \$9k-\$10k an acre. Anthes said that it would not be unwise to determine a price that the county wants and attempt to resale it for that.

Supervisor Van Dyck said that the original intent of expanding the golf course is no longer feasible. It is also unlikely that market conditions will change regarding the golf industry. The county did approach the parks department about acquiring the land, and they didn't see a good use for it.

Supervisor Van Dyck suggested that the committee should refer the issue to corporation counsel before going to administrative committee and then the full-board. Anthes asserted that before moving forward at the county level, golf course staff need to do work first to get the 12.978 plot divided, and there are also questions on the town road. Surveyors need to be contacted.

Supervisor Van Dyck instructed the golf course staff to clean up the plot map while the county does this exercise of going through the planning department to get the 12.978 divided. We're not going to sell separate parcels.

Anthes made additional mention about the potential of the plots as a new corridor for fiberoptic cable.

Motion made by Supervisor Campbell, seconded by Supervisor Katers to refer issue back to staff for further review of the plot and to further divide and combine the plots. Vote Taken.

Ayes: Supervisor Gruszynski, Supervisor Van Dyck, Supervisor Katers, and Supervisor Campbell

Nays: Supervisor Kaye
MOTION CARRIED: 4 to 1

### 12. Superintendent's Report.

Anthes stated that the golf course staff is doing scouting as usual, and that there is a concern over the lack of snow. He said that they would be pulling samples from the greens in the near future.

The golf course did a lot of tree removal over the last few weeks. Trees were all around the greens, and their removal doesn't affect play or field. The removal of these trees was necessary to increase sunlight for the greens.

Ongoing winter projects (painting, etc). Golf Course interviewed three viable candidates for a mechanic, and one was chosen. Anthes said the golf course was anxious to get back to some normalcy with the new mechanic on staff.

Motion made by Supervisor Katers, seconded by Supervisor Gruszynski to receive and place on file. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

### Museum

### 13. Director's Report.

Beth Lemke Reporting. Provided Handouts.

Had a large reception of over 255 people for the arts council reception. Museum received a nice write up in the press gazette (See Attachment). The Wisconsin Historical Society history tour is coming to Green Bay. Six of the local Brown County historical societies will also be participating. On Feb 17<sup>th</sup> the museum will have a certificate presentation and media event. A Green Bay historical ship's gear wheel will be featured in the Wisconsin Historical Society museum. The museum was featured in the several Voyager magazine articles. Museum was also covered in the Chicago Tribune, due to its connection to the Packer display.

Supervisor Campbell wanted to recognize the Brown County Women's club for their support of the museum.

Supervisor Van Dyck gave congratulations on attendance figures and revenue. Supervisor Van Dyck asked about the 5 year attendance comparison sheet received in previous reports?

Lemke said that how the museum records were being kept regarding 5 years of outreach and attendance numbers is hampering efforts to how things were reported. Supervisor Van Dyck asked if they could go back to 2013.

Lemke said she is confident in the new 2015 numbers, but would be uneasy about 2013 figures. Supervisor Van Dyck asked about 2014 numbers. Lemke said that she hasn't had the time to strip out outreach.

Supervisor Van Dyck asked if the numbers in 2013 and 2014 reports numbers were combining attendance and outreach. Lemke said yes. For 2014 and half of 2013, Lemke said that outreach has now been stripped.

Supervisor Van Dyck directed Lemke to just do 2014, so that we have a comparison of at least a year-over-year of attendance versus outreach at the end of 2015.

Supervisor Van Dyck talked about the RFP and asked if it was dead. Lemke said it is not dead; they have a draft still, they just been super busy with interviews and other ongoing things. Museum board will not meet in March, but will meet in April.

Supervisor Van Dyck asked about admissions fee change. Lemke said the governing board is not in favor of an admissions increase. It was not a unanimous denial. Lemke would like to take it up as part of the budget process.

Supervisor Van Dyck would like to have it put back on the agenda for governing board next meeting. Also wants to see the issue on EDREC agenda for March 2015.

Supervisor Katers asked if we approved. Supervisor Van Dyck believes it was sent back for museum to look at the issue more deeply. Discussed issues of last month meeting and how admissions would work.

Motion made by Supervisor Katers, seconded by Supervisor Kaye to receive and place on file. Vote Taken. MOTION CARRIED UNANIMOUSLY

### Library

### 14. Library Report.

Chris Wagner (Library Board) & Lori Denault presenting

Wagner reported that the library board whittled library director down to three candidates, and chose one candidate who the felt can best deal with the community, business leaders, and the board of supervisors. They also wanted a fundraiser, and someone who has experience dealing with diversity issues. Candidate who accepted position is Brian Simons and will start March 2<sup>nd</sup>. He comes from Verona, WI. Brian is a product of Green Bay and UWGB, and the library sees this as a plus.

County Board offered money for architecture study and expansion of Southwest Library, Library Board decided not to that. A group will be meeting later this month to discuss issue further.

Lori Denault. Summons and complaint has been given to Outagamie County for reimbursement of library loan fees.

A business will be leaving from a shared building branch of the library system. Date for final occupancy has been given for March 12.

Supervisor Van Dyck asked about rental space hole in budget. Lori said that \$52,000 will be lost from renter leaving in budget. Commented that the Library will have to watch its spending.

Wagner discussed Southwest Library expansion. Supervisor Van Dyck said the board vote was procedural because of jurisdiction.

Supervisor Kaye wanted to emphasize that no-one is being left out of the discussion. Supervisor Kaye was trying to be fair to everybody. Supervisor Kaye was never invited to the Library Board.

Supervisor Kaye asked why renters are leaving. Denault said it wasn't a matter of finances, but rather a matter of a space fitting better. She did say that there was some monetary incentives offered by the renter's new space, but believes it's a matter of space.

Supervisor Campbell said that it was the choice of the business and it really was a matter of just the space being better.

Denault mentioned that this is nothing new. That the renter looked at moving every time the lease renewal came up.

Wagner also mentioned that while the Brown County Library has been trying better to work with the homeless; this was another reason why the business left. They didn't feel as safe as they needed too.

Supervisor Van Dyck asked about the architects rendering for Southwest and asked if it was ready. Supervisor Kaye said the drawing had been released.

Supervisor Kaye said that the Southwest Library needs to be expanded. Supervisor Kaye wonders why there is confusion about accepting the counties gift. Supervisor Van Dyck doesn't believe there's confusion, because one of the funding mechanisms is coming out of library funding. Supervisor Van Dyck feels that any drawing seen was only a preliminary drawing. Supervisor Van Dyck said that the committee voted in December to send the plan to the architect.

Supervisor Kaye said that Chad Weininger said that funds could be taken out of the General Fund if needed. Supervisor Kaye said that the drawings had been done, but agrees that it could have been a preliminary drawing.

Supervisor Van Dyck is wondering at what stage the process is at-

Supervisor Kaye is concerned about building access for designers and architects.

Wagner said that remodeling needs to be approached cautiously. It's a big undertaking.

Supervisor Van Dyck wanted to restate that the county needs the specs and the bids before a final number can be seen.

Wagner said that remodeling was a concern to a different supervisor because of keeping it more like a residential look versus a commercial. Supervisor Kaye agrees with that.

Discussion occurred on what constitutes cost additions to any remodeling projects and said that they should want to see a project at no more than \$200k. Supervisor Van Dyck said it will depend how the bids come in.

Motion made by Supervisor Katers, seconded by Supervisor Gruszynski to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Resch Centre/Arena/Shopko Hall - No agenda items.

### <u>Other</u>

- 15. Audit of bills.
- 16. Such other matters as authorized by law.
- 17. Adjourn.

Motion made by Supervisor Katers, seconded by Supervisor Kaye to adjourn at 07:56pm. Vote taken. <u>MOTION CARRIED UNANIMOUSLY</u>

Respectfully submitted,

Brian B. Lueth Recording Secretary

### PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD

A meeting was held on January 15, 2015 at 5:15 p.m. at the Brown County Central Library, 515 Pine Street, Green Bay, WI

PRESENT: KATHY PLETCHER, CHAD BIANCHI, CARLA BUBOLTZ, JOHN VAN DYCK, BOB NIELSEN, and VICKY

VAN VONDEREN

**EXCUSED:** NATHAN JESKE, TIM NIXON, and CHRISTOPHER WAGNER

ALSO PRESENT: Kimberly Young, Lori Denault, Sue Lagerman, and Curt Beyler (staff). Becky Phillips (Southwest Branch

Library Coordinator)

1. CALL TO ORDER President Kathy Pletcher called the meeting to order at 5:23 p.m.

### 2. APPROVE CONSENT ITEMS

a. Agenda K. Pletcher suggested to move agenda item 12a to follow item #15.

b. Minutes There were no changes to the minutes and they stand approved.

### 3. COMMUNICATIONS AND OPEN FORUM FOR THE PUBLIC

No one from the public was present to address the Board.

### 4. ANNUAL ELECTION OF OFFICERS

The President will follow up on naming nominating committee. The annual election of officers is deferred to the February meeting.

### **5. LIBRARY BUSINESS**

Cifts & Donations

- a. Information Services Report The December Information Services Report was presented and there were no questions. L. Denault updated the Board that BCTS called and offered two digital display monitors to the library recommending to install them at two of our branches.
- b. Financial Manager's Report, Bills and Donations There were no bills out of the ordinary. L. Denault distributed the November financial statement including a narrative on the statement and the November Gifts, Grants and Donations reports. As of November, estimates show a savings in BCTS chargebacks. Motion by V. Van Vonderen, seconded by C. Bianchi, to approve the November financial statement and Gifts, Grants & Donations as follows:

### Brown County Library Gifts, Grants & Donations Report November 2014

GII to C	Donations		
11/01/14	Central Donation Box (various donors)	15.40	Children's Garden
11/06/14	Friends of Brown County Library	1,019.00	Ashwaubenon Signage
11/26/14	Central Donation Box (various donors)	114.50	Children's Garden
11/26/14	Branch Buddies of Brown County Library	38.23	East Event
11/26/14	Friends of Brown County Library	169.30	Kress & Southwest Events
11/26/14	Friends of Brown County Library	266.50	Ashwaubenon Supplies
11/01/14	Ashwaubenon	54.64	Donation Box
11/01/14	Bookmobile		Donation Box
11/01/14	East	57.22	Donation Box
11/01/14	Weyers/Hilliard	16.31	Donation Box
11/01/14	Central Circulation		Donation Box
11/01/14	Kress	21.19	Donation Box
11/01/14	Pulaski	8.10	Donation Box
11/01/14	Southwest	21.08	Donation Box
11/01/14	Wrightstown	14.34	Donation Box
	<b>Total Donations</b>	\$ 1,815.81	

Motion carried

la

### c. Facilities Report

### i. Update from Facilities Committee

V. Van Vonderen suggested tabling this agenda item until J. Van Dyck arrives.

There was discussion surrounding the approval of the requests for budget adjustments. Approval does not imply approval of funding the project. There is a feeling of uncomfortableness among the Board because these requests were not presented by the Board and don't align with the Board's strategic vision for the library. V. Van Vonderen suggested tabling these agenda items until J. Van Dyck arrives.

<u>6. APPROVE BUDGET ADJUSTMENT REQUEST</u> Reallocate Library tax levy dollars transferred to the Central Library Renovation Capital Project fund in 2012 for the purpose of Design and Engineering costs associated with the expansion of the Southwest Branch Library (per the request of the Education and Recreation Committee).

7. APPROVE BUDGET ADJUSTMENT REQUEST Reallocate Library tax levy dollars transferred to the Central Library Renovation Capital Project fund in 2012 for the purpose of Architect costs associated with the expansion of the Southwest Branch Library.

**8. APPROVE 2015 LIBRARY CLOSURES** Motion by C. Buboltz, seconded by C. Bianchi, to approve the 2015 library closures as follows:

2015

January 1, 2015 (Thu)

New Year's Day (Paid holiday)

April 5, 2015 (Sun)

Easter (Unpaid)

May 25, 2015 (Mon)

Memorial Day (Paid holiday)

July 3, 2015 (Fri)

Independence Day Observance (Paid holiday)

July 4, 2015 (Sat)

Independence Day

September 7, 2015 (Mon)

Labor Day (Paid holiday)

November 26, 2015 (Thu)

Thanksgiving Day (Paid holiday)

December 24, 2015 (Thu)

Christmas Eve (Paid holiday)

December 25, 2015 (Fri)

Christmas Day (Paid holiday)

December 31, 2015 (Thu)

New Year's Eve (Library closes at 5:00 pm.)

2016

January 1, 2016 (Fri)

New Year's Day (Paid holiday)

### Central Library Summer Hours

The Central Library will begin its summer schedule of Sunday closings on Sunday, May 24, 2015 and continue through Sunday, September 6, 2015. Summer hours for Saturdays will begin on Saturday, May 30, 2015 and continue through Saturday, September 5, 2015.

### Motion carried.

### **9. BUDGET** No update.

10. OLD BUSINESS K. Pletcher reported that a summons and complaint had been served to Outagamie County regarding their outstanding bill. It was suggested to invite Corp Counsel, Kristin Hooker, to the February Board meeting to answer questions about next steps and potential outcomes.

### 11. PRESIDENT'S REPORT

a. Director Search Update Interviews have been completed and the entire process went very well. K. Pletcher complimented Administration and staff. County Department Heads, Ed & Rec, NFLS staff, Friends of the Library Board and staff were invited to a Meet & Greet where each candidate gave a brief presentation and participated in Q&A. The Personnel Committee and K. Young dined with each of the candidates. Positive feedback was received from the candidates regarding the interview process, management team, and staff. The search consultant also shared positive feedback received from candidates. Another valuable piece was the interview feedback form that asked for positives and negatives (green lights and red flags). This form was distributed to those

attending the Work Rules/Supervisor interview and anyone who attended the Meet and Greets. Results were compiled and shared anonymously with the Personnel Committee. The Board is pleased that all levels of staff were involved.

b. Board representation at mandated meetings The Board President attends many meetings and would like to share those responsibilities. Examples include Ed & Rec on the first Thursday of each month; staff development meetings; etc. K. Pletcher will compose a list and send it out and it will be discussed at the February meeting.

### 12. PERSONNEL COMMITTEE

a. Approve Recommendation of the Personnel Committee in the hiring of the Library Director

### 13. NICOLET FEDERATED LIBRARY SYSTEM (NFLS)

- a. Approve 2014 Collection Development Grant Evaluation Report Motion by C. Buboltz, seconded by V. Van Vonderen, to approve the 2014 Collection Development Grant (\$24,114) Evaluation Report. Motion carried.
- b. Approve 2015 Collection Development Grant Application Motion by C. Buboltz, seconded by C. Bianchi, to approve the 2015 Collection Development Grant Application in the amount of \$25,326. Motion carried.
- c. NFLS Lease Update The NFLS Board approved NFLS' decision to move out of the Central Library to a commercial space located on Allouez Avenue sometime in March or April. V. Van Vonderen reported on a collaborative meeting space in downtown Green Bay and suggested that a similar structure could be an opportunity for the library.
- J. Van Dyck joined the meeting at 6:10 p.m.
- C. Beyler and K. Young also visited the site and were asked how that idea could be adapted to the third floor. K. Young mentioned that the Village of Pulaski approached her about doing the same thing at the Pulaski Branch. V. Van Vonderen stated that this is a good opportunity. The library's current reservation system could potentially be used to reserve space. C. Bianchi suggested using other avenues to funnel clientele. There may be students that could design a floor plan. Advertising ahead of time may cultivate synergy. J. Van Dyck offered to seek out help for design at NWTC. C. Beyler suggested calculating potential income to determine lucrativeness. This concept has the potential to improve service to the community. This discussion will continue in February.
- 5.c.i. Facilities Committee Update (deferred from earlier) J. Van Dyck reported on the last facilities committee meeting. The Central Library deserves a separate conversation because there are so many options. A base assumption that the library was staying where it is was agreed upon. There was much discussion about what kind of library the library should be. The committee also agreed that a second assumption would be that the library would be traditional. These two base assumptions are a conversation starting point. To begin, here is a need to update the Children's Department; the Local History & Genealogy department; computers; and mechanicals. The Board has to collectively decide to move forward. Numerous studies that were previously conducted are getting dated. It will take staff time to determine what things will look like. The process isn't far enough along to warrant bringing in an architect. Where does the Board want to go? This is option A.

What is option B? K. Young described 'traditional' as what we call reference, things we have now and centralized. She suggested reinventing what they will be: Children's Department to Children's Learning and Discovery. While maintaining some tradition, what could Local History and Genealogy look like? What would a computer center look like that is attractive to users? Changing the look and feel will attract new users. There needs to be a blend of both tradition and new while moving forward into the future. C. Bianchi commented that we cannot pigeonhole the library as traditional. K. Young also spoke about decentralization - does the library need this much space at this location? Should smaller locations be increased in size? K. Pletcher encouraged thinking further outside the box.

Discussion turned towards mechanicals. Reconfiguration of this large system could require a move out. C. Beyler has a previous plan for updating half the building at a time. Electrical is probably fine but would need new panels. B. Nielsen commented that disruption of service to library users needs careful consideration.

J. Van Dyck noted that sometimes it is easy to get caught up in the building itself and not what goes on inside the building. If a decision can be made about what is wanted and needed on the inside then it can be determined if it will work in the building itself. He stressed that decisions have to start being made or nothing will happen. V. Van Vonderen reminded about the importance of aligning the library's vision and mission with the strategic plan.

While outside, professional help is probably needed, as B. Nielsen implied, J. Van Dyck suggested that since a new director will be starting in March that maybe this topic should be suspended for a month or two. Smaller branches also have to be considered. J. Van Dyck will put together information on other branches and have it ready for next meeting.

J. Van Dyck advised that the library should be fully prepared regarding Pulaski's plans. K. Young has met with the village's hired consultant and stated that they already have a really cool idea of a free business incubator space. There are still a lot of questions.

- 6. APPROVE BUDGET ADJUSTMENT REQUEST Reallocate Library tax levy dollars transferred to the Central Library Renovation Capital Project fund in 2012 for the purpose of Design and Engineering costs associated with the expansion of the Southwest Branch Library (per the request of the Education and Recreation Committee). (deferred from earlier)
- J. Van Dyck doesn't recall Ed & Rec asking for this budget adjustment. Boldt's work is done and the \$2,300 bill has already been paid. **Motion** by J. Van Dyck, seconded by V. Van Vonderen to deny this request. **Motion carried.**
- 7. APPROVE BUDGET ADJUSTMENT REQUEST Reallocate Library tax levy dollars transferred to the Central Library Renovation Capital Project fund in 2012 for the purpose of Architect costs associated with the expansion of the Southwest Branch Library. (deferred from earlier)
- <u>Motion</u> by J. Van Dyck, seconded by V. Van Vonderen to deny this request since this money was intended for Central Library renovation projects. <u>Motion carried.</u>
- 14. CLOSED SESSION pursuant to Wis. Stat. § 19.85(1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility personnel compensation.
- Motion by C. Buboltz, seconded by V. Van Vonderen, to enter into closed session at 7:15 p.m. Roll call vote: Aye: C. Buboltz, J. Van Dyck, B. Nielsen, C. Bianchi, and K. Pletcher. Nay: none. Motion carried.
- Motion by C. Buboltz, seconded by V. Van Vonderen to return to open session at 8:15 p.m. Roll call vote: Aye: C. Buboltz, J. Van Dyck, B. Nielsen, C. Bianchi, and K. Pletcher. Nay: None. Motion carried.

### 15. APPROVE ANY ACTION THAT MAY HAVE BEEN RECOMMENDED IN CLOSED SESSION

- 12. a. Approve Recommendation of the Personnel Committee in the hiring of the Library Director Motion by J. Van Dyck, seconded by V. Van Vonderen to approve the recommendations of the Personnel Committee to hire the Library Director subject to the results of the background check, and to approve a special incentive compensation for the Library Administrators Curt Beyler, Lori Denault, Sue Lagerman and Kimberly Young, and, to extend the Board's deep appreciation for their leadership during the vacancy of the Library Director.
- C. Buboltz asked for a roll call vote on the motion. Roll call: Aye: C. Buboltz, J. Van Dyck, B. Nielsen, C. Bianchi, V. Van Vonderen and K. Pletcher. Nay: None. <u>Motion carried unanimously</u>.

### 16. SUCH OTHER MATTERS AS ARE AUTHORIZED BY LAW

### 17. MEETING SUMMARY/NEXTMEETING PLANNING

### 18. ADJOURNMENT

Motion by V. Van Vonderen, seconded by B. Nielsen, to adjourn the meeting. Motion carried.

The meeting adjourned at 8:17 p.m.

**NEXT REGULAR MEETING** 

February 19, 2015 Central Library 515 Pine Street, downtown Green Bay 5:15 p.m.

Respectfully submitted,

Dr. Christopher Wagner, Library Board Secretary Sue Lagerman, Recording Secretary

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# EDUCATION, CULTURE, & RECREATION DIVISION 2014 TO 2015 CARYOVER FUNDS

AMOUNT	All Funds *	24,000	99, 104 7,500 106,604	2,500 5,000 5,000 12,500	All funds	All funds	5,976 250,000 1,400 257,376	All funds
PURPOSE	Unspent funds	Completion of audience analysis and key messaging project in process	BayShore launch dredging BayShore launch dredging	Tree removal postponed until 2015 Trout Creek stream bed stabilization Parking lot maintenance	Continuation of project implementation	Continuation of project implementation	Children's Zoo fencing project Base Camp building project Base Camp building project	Unsperions
ACCOUNT #		100.058.001.5708	121.062.064.5700 121.062.064.6181	620,034,001,5307,400 620,034,001,5307,400 620,034,001,5307,400	412.062.XXXX	425.050.XXXX	640.057.001.6110/6110.900 643.057.001.6110/6110.900 643.057.001.6181/6110.900	641.057.001.XXXX
DEPARTMENT	Library/Library Contributions All Accounts	<u>Museum</u> Professional Services	Boat Landing Contracted Services Architect	Golf Course Repairs and Maintenance Grounds Repairs and Maintenance Grounds Repairs and Maintenance Grounds	Veteran's Memorial Comp Capital Project	Library Renovation Capital Project	NEW Zoo / Adventure Park Outlay/Outlay Contra Outlay/Outlay Contra Architect/Outlay Contra	NEW Zoo Donations All Accounts All Accounts Library will provide detail of the line item increases when final numbers are available

These are the available funds at this time. They may be changed for any audit or adjusting entries.

Approved by County Executive:

2,5,7,17,



Neville Public Museum Director's Report Education & Recreation Committee Brown County Board of Supervisors March 5, 2015

### **Operations:**

Governing Board: The Neville Public Museum Governing Board met Monday, February 9, 2015.

Regarding Museum admission fees:

Discussion ensued and Chair Kuehn asked the NPMF Board to take action and discuss the item at their next board meeting Tuesday, February 17<sup>th</sup>.

The Foundation Board will bring their discussion to the April 13<sup>th</sup> Governing Board and recommendations will then be shared at the May 7<sup>th</sup> Education and Recreation meeting.

January attendance was up 52% from 2014 and admissions revenue was up 43%

**Neville Public Museum Foundation:** The Neville Public Museum Foundation Board met on Tuesday, February 17, 2015. The Foundation is on track to make first quarter budget. Discussion ensued around the museums 100<sup>th</sup> Anniversary Gala opportunity.

Museum Strategic Planning: STRATEGIC AUDIENCE ANALYSIS & KEY MESSAGE SERVICES Project # 1896 Individual and focus group data was complied with a community survey to provide the next steps in the strategic planning for the Neville.

Step 1 – Identify the strategic purpose (January 6, 2015)

Step 2 -Develop a strategic narrative that all major stakeholders can use with their targeted audiences.

Step 3- Use the strategic purpose to guide decision -making on a macro and micro-level.

Step 4 – Craft the key message around the strategic purpose.

Step 5 - Evaluate the effectiveness of the strategic narrative, decision-making and branding.

Stakeholders met Tuesday, January 6, 2015 and participated in a group exercise with the intention to identify the Neville Public Museum's Strategic Purpose. A leadership team has been defined of the following staff: Beth Lemke, Kasha Huntowski and Kevin Cullen. The leadership team continues to meet Metacomm.

January 28th: Leadership Team met with Metacomm to discuss strategic narrative

January 30<sup>th</sup>: Survey sent to Neville Public Museum Foundation, Governing, Education and Recreation, and staff with strategic narrative options

February 5th Leadership Team participated in Strategic Message Training & Coaching

February 6<sup>th</sup>: Survey results shared Bridging communities. Connecting generations.

February 19th: Museum Staff participated in Strategic Message Training & Coaching

February 23<sup>rd</sup>: Neville Public Museum Foundation, Governing, Education and Recreation participated in Strategic Message Training & Coaching

Celebrate Centennial: Seasonal, quarterly and special events are being jointly planned and budgeted.

Weekly: Coordinated social media, staff blog post

Bi-Weekly: Directors segment on WFRV, International Film Series

Monthly: Astronomy Club meeting, Geology Club meeting, Website Digital Initiative—Focus on Collections,

Explorer Saturdays, Behind the Scenes Collections tour with the Museum Director

### March

3/5/15 Reception and public opening 70th Art Annual

3/7/15 Boy Scout program—art

3/7/15 Winter Warm Up – Gypsy Trip (Gypsy Jazz)

3/19/15 Dinner Program Ireland

### **April**

4/4/14 Public opening of Artistic Discovery

4/16/15 Reception Centennial Architecture

4/18/15 Public opening Centennial Architecture

4/19/15 Reception Artistic Discovery

4/23/15 Lunch Program Victorian's Secret

4/30/15 Volunteer Appreciation Event

### **Upcoming Exhibits:**

70<sup>th</sup> Art Annual Juried Exhibition. This 70<sup>th</sup> annual exhibit is an all media, juried exhibition of artworks done by artists currently living in the counties of Northeastern Wisconsin or in Michigan's Upper Peninsula. (Mar. 7-May 10, 2015)

Building Our Community: Over 100 Years of Architecture & Design in Brown County. Since 1898, Berners-Schober Architecture Firm has accumulated an archive of several thousand buildings including many of Green Bay's most well-known landmarks. Featured will be the drawings, plans and models of buildings that have shaped the Green Bay we see today. (April 18, 2015-March 26, 2016.)

Neville Public Museum Website: 2014 total visits = 131,438 (\*62% increase over 2013)

January 2015

Visits

22,198 (\*76% increase in visits from January 2014)

Page Views

33,759

### Neville Public Museum Facebook:

FY 2014

Total Page Likes

73,553

New Likes

833

People Engaged

24,712

Total reach

1,127,429

	Total Page Likes	New Likes	People Engaged	Weekly Total Reach
1/5/2015	2736	21	590	5748
1/12/2015	2756	26	470	4189
1/19/2015	2771	18	353	4653
2/2/2015	2862	86	561	22465

Neville Public Museum Attendance and Revenue January 2015

Date	Day	Admission	Guided Tours	Self-Guided Tours	Facility Rental/Meeting Attendees	Event/ Program Attendance	Total Attendance	Ad	Total lmission enue (Net)	1	l Facility tental evenue
	Thursday		TO THE STATE OF		[[] [] [] [] [] [] [] [] [] [] [] [] []		Swellister (			VII)	
2	Friday	533					533		1,876.50		
_3	Saturday	336					336		1,029.50		
4	Sunday	111					111	\$	425.00		
500	Monday				at the second		o de la companya de l	SENI	in the riv	1133	1 10 10 6.0
6	Tuesday	12			100		112	\$		\$	75.00
_7_	Wednesday	63		12			75		182.00		
8	Thursday	22			65		87	\$	76.00	\$	75.00
9	Friday	17		2			19	\$	62.00		
10	Saturday	160					160		506.00		
11	Sunday	8					8	\$	40.00		
12	Monday	28					28	\$	80.00		
13	Tuesday	24			54		78	\$	105.00	\$	90.00
14	Wednesday	36			55		91	\$	90.00	\$	116.25
15	Thursday	22					22	\$	75.00		
16	Friday	52			8	265	325	\$	194.00		
17	Saturday	147			412		559		440.50	\$	110.00
18	Sunday	52			13		65	\$	192.00	\$	60.00
19	Monday	ATT VISIT OF THE	35 34 40				C LANGE OF CO.	013			SII II WEST
20	Tuesday	11		13	33	18	75	\$	51.00	\$	45.00
21	Wednesday	40				88	128		109.50	\$	35.00
22	Thursday	36					36	\$	111.00		220
23	Friday	52		42	70		164	\$	226.00	\$	187.50
24	Saturday	143		52			195	\$	527.00		
25	Sunday	100					100		324.50		
26	Monday		No. of the last	A STATE OF THE STA	ASSET THE YEAR		e di c				Mark Street
27	Tuesday	35			46		81	\$	74.00		
28	Wednesday	51			, , ,		51	_	120.00		
29	Thursday	29					29	_	58.00		
30	Friday	69	93				162	-	456.00		
31	Saturday	217					217	+	603.00		
	TOTAL	2,406	93	121	856	371	3,847	_			70377

December Total Attendance 7,864
December Outreach 0
Dec. Grand Total Served 7,864

January Total Attendance

January Outreach

January Grand Total Served

8,967

### Neville Public Museum Attendance and Revenue Comparison

	20	14	20	15	0
	Attendance	Admission Revenue	Attendance	Admission Revenue	A
January	1,825	\$4,601,00	3,847	\$ 8,068.50	Г
February	2,545	\$4,401.00			
March	3,280	\$7,959.50			
April	3,705	\$6,518.00			
May	3,517	\$6,212.00			
June	3,358	\$7,890.50			
July	3,623	\$11,645.50			
August	4,222	\$11,946.00			
September	2,881	\$6,359.50			Г
October	4,059	\$9,668.50			
November	5,576	\$14,606.00			
December	7,864	\$22,542.50			
TOTALS	46,455	\$114,350.00	3,847	\$8,069	Г

		Walter Gallery	Esomos Aquí May 6, 2017 April 2018		Frankenthal	Meganine			WPS Gallery	Byrane- Manger	Lobby Case: NPM	First Ploor Hallway	Off Site
	DEC			DEC				DEC	Work lub to		$\sim$		
	NO	αλ		NOV				NOV	Astronomy? Work with NPM Astronomy Club to display antique	Embroiderers Guild saus- trees teachers trees	Lobby Case: NPM Artifacts	tion with	
	5	Milit		OCT	놽			OCT	Astru displ		by Case: NP	In conjunct	
	SEP	rersal st <i>oric</i>		g)	non exfr		ı mid Dec.	SEP		(TBO)	F	pe of Sall: here in Aug	
	AUG	Anniv n's Hi		AUG	it space		NET TED Thre	AUG		UW-GB Art Dept. Faculty Show (TBD)	Lobby Case: NPM Artifacts	Capturing the Age of Salt: (in conjunction with Tall Ships being here in August ) July - Nov	
2010	Ę	consi		JUL	for ever		Geology Case: TBD thru mid Dec.	JUL	state of the state	Facu.	Lobby Cas	Tall S	
20	3	vard 2 g Wis		NS.	ol of wall		Ö	NON	Traviting Exhibit to Age Mannais? May 21-August 7	71st Art Annual tem 14, 2016-149 2, 2016	Artifacts		
	MAY	Fort Howard 200th Anniversary Retracing Wisconsin's Historic Military	ils	MAY	: remov			MAY	11 35	7 List A	Lobby Case: NPM Artifacts		
	APR	F F	Trails	APR	to space			APR		Stansky Meltzoff Marine Life Pointings sures sous stoys, ross	<u>~</u>	dey: TBD	
XX 100	MAR	OX		MAR	Possible modification to space: removal of wall for event spacenon exhibit.		aunt bim r	MAR	Feline Fine: Art of Oxis March 6-April 17	Stannaly Markzoff Markine Life Pointbings wards 2016 - New A. 2018	Lobby Case: NPM Artifacts	Photographic Displey: 180	
	89	ture		EB	sible mod		Geology Case: TBD thru mid June	FEB	Art Colony Jan 16 to Feb 28		Lobby Case	<u> </u>	
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100	DEC	of Ar	a we	DEC	d the Bay 2016	v 3, 2016		DEC	Vienner	Sisters in Spirit September 26, 2015 to Feb 14, 2016 reception Thursday, October 8 6pm	Lobby Case: NPM Artifacts	Photographic Display: Holiday / Winter Nov. 16 - Feb. 14	
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### **Brown County Library Report January**, 2015

Strategic Priorities

Library Mission:

Brown County Library provides trusted information and resources to connect people, ideas, and community.

Goal Management

Awareness Foster Cultural & Diversity

Community Place to Engage Provide a Third

> Development Economic Hoddns

Children Education for Enhance

## **County-Wide Successes**



Interviews were conducted with three candidates for Library Director and the Library Board approved the hiring of Brian Simons. He begins in the position on March 2, 2015. All locations were designated collection sites for the 4th Annual Blanketing Brown County drive that collect new and gently used blankets for distribution to area shelters and agencies. Staff from several locations participated in the, "Wild Wisconsin Winter Web Conference," a two-day offering of programs led by experts on a variety of library-related topics that included the patron experience, technology, serving children with special needs, effective communication and more. The conference was sponsored by the Nicolet Federated Library System.

Community Connect workshops were held at each location and discussed the unique demographics of each service area and how each location can better serve the individual target populations.

three federal instruction booklets, which customers can now borrow with library cards (7 day loan). Staff is also helping customers request the instruction booklets be sent to their homes through the IRS website, and all library locations have reference copies which can be used inside RS tax forms and instruction booklets -- Due to budget cuts, the IRS is no longer providing instruction booklets to libraries to give out to tax filers. These are still in high demand by the many area residents who do not have easy online access -- the Central Library alone gave out thousands of forms and booklets last tax season. To help meet the demand of residents for the booklets, the library made 40 copies of the the library. For next year, it will be requested that the IRS provide libraries with at least a minimal number of copies that we can allow to be borrowed. State instruction booklets are still available like last year.

### **Central Library Successes**



The 12<sup>th</sup> annual Genealogy 101 series kicked off and continues through March on consecutive Saturdays. The classes teach the best methods of searching a variety of resources that may reveal very interesting or little-known information about a family. Staff led an OverDrive refresher course for staff. This enables staff at all locations to better serve library customers with questions related to downloading eBooks, audiobooks and more.

Frozen Fest on Saturday, Jan. 3, drew a crowd of over 300 kids and their adults. Elsa and Anna, characters from this hit Disney movie, helped kick off the new year with songs, Frozen-themed crafts and treats, and photo opportunities. This event was made possible by 15 teen

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### **Brown County Library Report** January, 2015

### Strategic Priorities

Gogl Management

Awareness Foster Cultural & Diversity

Community Place to Engage

Provide a Third

Development Economic Hodding Children Education for Enhance Library Mission: Brown County Library provides trusted information and resources to connect people, ideas, and community. volunteers.

Use of Adult Book Group collections hits a new high. For 2014, book groups borrowed 1270 total books, a 62% increase over 2013. Six new highly-discussible titles were added the end of the year. Use of the Children's Multiple Copy collection by teachers and group leaders also hit a record high in 2014, with 4536 books borrowed, a 32% increase over 2013. Several new titles were added in the fall.

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March-May children's events were planned, including collaborative events with Pediatric Dentistry Clinic, the Children's Museum of Green Bay, Encompass Early Education & Care, Culver's Restaurants, the downtown YMCA, and the League of Women Voters, as well as the annual Big Read event for Money Smart Week and a first celebration of National Bookmobile Month.

The library is represented on the Achieve Brown County Outcomes 1 Team, which is a community-wide effort, facilitated by Schreiber Foods staff, to apply data and Six Sigma principals to the process of getting kids ready for kindergarten. "10 Ways to Play with Your Baby" booklet in English and Spanish was published at the end of 2014, with printing paid for as part of the library's collaboration between the library, the Community Partnership for Children, United Way, and the Healthy Families program of Family Services. The booklet is included in the Welcome Baby packets presented to families of all babies born at the four Green Bay hospitals as part of a 2014 Library Services & Technology Act grant. This is one of the components of the "Early Literacy Challenge" initiative created through community-wide screening and prevention effort.

Although many schools no longer have the transportation funds or the flexibility in their academic schedules to make library field trips, classes do regularly visit the Central Library from schools within walking distance -- Howe, DaVinci and Aldo Leopold Schools. They come for library presentations, tech demonstrations, tours, research and to borrow books for assignments or just reading for fun.

# **Ashwaubenon Branch Successes**

computers was reconfigured. Furniture was swapped and rearranged to open up more floor space. The changes have made the area more The public computer area and front desk was rearranged. The floor plan for the check-out station, payment station, and public and staff inviting to customers.

The cooking program with local author Michelle Schleis was well received. Similar programs will be planned.

Two walls in the children's area were painted a nice, soft yellow. It really brightens up the space!

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# Brown County Library Report January, 2015

### Strategic Priorities

Management Goal

Foster Cultural & Diversity Awareness

Place to Engage Community

Provide a Third

Development Support Children Education for Enhance Library Mission: Brown County Library provides trusted information and resources to connect people, ideas, and community.

Staff provided seven tech tutor sessions and helped five people on-one in the eBook classes

The meeting room was reserved ten times this month.

The Wii Bowling group has gelled and there is enough interest to start an afternoon group for the spring session.

Four sessions of Penguin Play School that were well attended; and St. Mark's preschool made three visits to the branch for tours, library cards and checkout sessions. 56 people attended in all. Several parents also got library cards.

### Denmark Branch Success

A writer's workshop for grade school children was held and highlighted the literary elements of a story, using imagination to develop characters and ways to intertwine them in a plot.

The M game

The Minecraft Crafts Program allowed teens and tweens to create Minecraft themed magnets using Perler beads and play the game in a 4-player split-screen.

Staff assisted customers with using Microsoft Excel and spreadsheets; resources available on the Learning Express Library and provided

resume help using templates from Microsoft Office.

The Denmark High School partnered with the Library to offer a technology program to the general public. This program also provided information about the online services that are available to library patrons and offered through the library's website.

### **East Branch Successes**

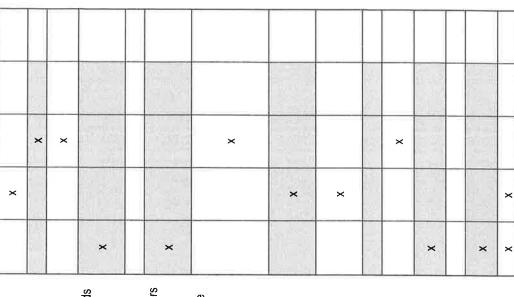
Author Ellen Baker was a guest at the monthly Book Club and talked about the progress she is making on her next book.

The Friends of the Library funded an iPad to be used in the children's area.

# **Kress Family Branch Successes**

An 'App of the Month' class highlights databases and products for mobile devices.

Weekly Tech Tutor sessions are held on Tuesday afternoons and are led by De Pere High School National Honor Society students.





### Brown County Library Report January, 2015

### Strategic Priorities

Management Goal

Foster Cultural & Diversity Awareness

Provide a Third Place to Engage Community

Support Economic Development

Enhance Education for Children

Library Mission: Brown County Library provides trusted information and resources to connect people, ideas, and community.

The Friends of the Library funded an iPad for the purpose of staff training and assisting customers during tech tutor sessions. This is helpful to work side by side with a customer so they can follow along. It will also be put out on the 'App of the Month' display for customers to try the app.

Chapters' program expanded to include a conversation group from the now closed Harmony Café. Ten people attended and enjoyed the format. This may continue to grow to include speakers or special topics.

### **Pulaski Branch Successes**

The Essential Oils classes are very well-attended and are currently scheduled through March

Penguin Play School has made an impact on both children and parents who participated. They were very engaged in early literacy activities.

The Friends of Brown County Library funded an early literacy rug for the children's area. It helps to define the space and to give children an area to play, explore and learn.

## Southwest Branch Successes

Senior Wii Bowling Winter Session began January 8th. This popular program had full registration as early as last fall.

An evening Snowman program had 14 participants.

showcased their talents for a special storytime and silly show. It was quite successful and people in the audience expressed interest in having During winter break two programs were offered: Save the Story and Silly Show. These programs included school age actors who then their children participate.

# Weyers-Hilliard Branch Successes

A new book club, Great Issues Book Club, is meeting at the branch.

The Friends of Brown County Library funded new meeting room equipment including a LCD projector and lapel microphone system. An arrow dry-erase directional sign and small folding table have also been added to the branch's available equipment.

# Wrightstown Branch Successes

An event for families that featured pets had 43 people in attendance.

Two new programs for preschoolers were added to the branch's offerings for children.

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### TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

### Resolution for International Migratory Bird Day

WHEREAS, migratory birds are some of the most beautiful and easily observed wildlife that share our communities; and

WHEREAS, many citizens recognize and welcome migratory songbirds as symbolic harbingers of spring; and

WHEREAS, these migrant species also play an important economic role in our community, controlling insect pests and generating millions in recreational dollars statewide; and

WHEREAS, migratory birds and their habitats are declining throughout the Americas, facing a growing number of threats on their migration routes and in both their summer and winter homes; and

WHEREAS, public awareness and concern are crucial components of migratory bird conservation; and

WHEREAS, citizens enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining healthy bird populations; and

WHEREAS, since 1993 International Migratory Bird Day (IMBD) has become a primary vehicle for focusing public attention on the nearly 350 species that travel between nesting habitats in our communities and throughout North America and their wintering grounds in South and Central America, Mexico, the Caribbean, and the southern U.S.; and

WHEREAS, hundreds of thousands of people will observe IMBD, gathering in town squares, community centers, schools, parks, nature centers, and wildlife refuges to learn about birds, take action to conserve them, and simply to have fun; and

WHEREAS, while IMBD officially is held each year on the second Saturday in May, its observance is not limited to a single day, and planners are encouraged to schedule activities on the dates best suited to the presence of both migrants and celebrants; and

WHEREAS, IMBD is not only a day to foster appreciation for wild birds and to celebrate and support migratory bird conservation, but also a call to action.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors that it hereby proclaims May 9, 2015 as International Migratory Bird Day in Brown County, Wisconsin and urges all citizens to celebrate this observance and to support efforts to protect and conserve migratory birds and their habitats in our community and the world at large.

Respectfully submitted,

EDUCATION AND RECREATION COMMITTEE

Approved by:	
COUNTY EXECUTIVE	
Date Signed:	

Authored by Zoo & Park Management

Approved as to form by Corporation Counsel.

Fiscal Note: This resolution does not require an appropriation from the General Fund. The \$100.00 renewal fee was approved in the 2015 Budget.

BOARD OF SUPERVISORS ROLL CALL #	
Motion made by Supervisor	· · · · · · · · · · · · · · · · · · ·
Seconded by Supervisor	

SUPERVISORS	DIST.	AYES	NAYS	ABSTAIN	EXCUSED
SIEBER	1				
DE WANE	2				
NICHOLSON	3				
HOYER	4				
GRUSZYNSKI	5				
HAEFS	6				
ERICKSON	7				
ZIMA	8				
EVANS	9				
KAYE	10				
BUCKLEY	11				
LANDWEHR	12				
DANTINNE, JR	13				

SUPERVISORS	DIST.	AYES	NAYS	ABSTAIN	EXCUSED
LA VIOLETTE	14				
KATERS	15				
KASTER	16				
VAN DYCK	17				
JAMIR	18				
ROBINSON	19				
CLANCY	20				
CAMPBELL.	21				
MOYNIHAN, JR.	22				
STEFFEN	23				
SCHADEWALD	24				
LUND	25				
FEWELL	26				

Total Votes Cast			
Motion:	Adopted	Defeated	Tabled



### **PARK MANAGEMENT**





1150 BELLEVUE STREET, RM 151 GREEN BAY, WI 54302

PHONE (920) 448-4464 FAX (920)448-4054

E-MAIL KRIESE\_MM@CO.BROWN.WI.US

ASSISTANT PARK DIRECTOR

### RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE:	01/30/2015				
REQUEST TO:	Education & Recreation Committee				
<b>MEETING DATE:</b>	March 5, 2015				
REQUEST FROM:	Matt Kriese				
REQUEST TYPE:	x New resolution	☐ Revision to resolution			
	☐ New ordinance	☐ Revision to ordinance			
TITLE: International	al Migratory Bird Day Red	cognition			
ISSUE/BACKGROUN	ID INFORMATION:				
Brown County is currently recognized as a Bird City/County. This official resolution is necessary to					
continue Brown County's designation as a Bird City in 2015. Continuing our recognition proves that Brown County has a vested interest in our natural resources, supports the economy as more than					
\$32 billion is spent on birding annually in the nation, and assists with future grants related to our					
parks.					
ACTION REQUESTE					
Approval/Enacting the	provided resolution				
FISCAL IMPACT:					
necessary.	portion is initially completed	by requestor, but verified by the DC	)A and updated if		
Is there a fiscal impac	t? x Yes No				
If yes, what is	s the amount of the impac	et? <u>\$100.00 renewal fee</u>			
If part of a big	gger project, what is the to	otal amount of the project?	\$		
Is it currently budgeted	d? x Yes	□ No			
If yes, in which accour	nt?				
If no, how will the impa	act be funded?				
·· CODY OF DECOLU	TION OR ORBINANCE	O ATTACHED			
X COPY OF RESOLU	TION OR ORDINANCE I	SATIACHED			



Mr. Matt Kriese Brown County Parks Dept. 1150 Bellevue St. Green Bay, WI 54302 2-23-2015

Dear Matt,

Bay Nordic is planning new opportunities for our community! We are completing our fifth year of operation and our vision for the Bay Nordic ski club is expanding. Our mission is promoting and growing the Nordic skiing lifestyle by teaching fitness and healthy choices for area families. Our new endeavor is called Project Illumination.

We are planning a dinner event at the Reforestation Camp building to raise funds and awareness for the new trail lighting program. We are requesting a waiver of the building fees for the event which will is scheduled for April 18, 2015.

I would like to thank you for considering our request helping us achieve our goal. If you have any questions regarding our project, or our organization, please feel free to contact me at the address given below or at <a href="mailto:baynordic.org">baynordic.org</a>

Thank you,

Sincerely

Gary Kozloski Bay Nordic Board Member baynordicski@gmail.com

www.baynordic.org



### MEMORANDUM OF UNDERSTANDING between BROWN COUNTY PARKS DEPARTMENT and GREEN BAY DUCK HUNTERS ASSOCIATION

This Memorandum of Understanding ("Agreement") made and entered into this \_\_\_\_day of \_\_\_\_\_2015, by and between the Brown County Parks Department, with offices located at 1150 Bellevue Street, Room 151, Green Bay, Wisconsin 54302, (hereinafter referred to as the "County") and Green Bay Duck Hunters Association, with contact information as follows:

Authorized Representative:

Roger Hanson, President 2480 Meadow Park Drive Green Bay, WI 54311

(hereinafter referred to as the "Club"). Hereinafter, singularly, the County and Club may be referred to as "Party" and collectively referred to as "Parties").

### **RECITALS**

WHEREAS, County desires to maintain and develop its resource management goals (hereinafter "RM") located at Barkhausen Waterfowl Preserve, consisting of 920 acres of forest, meadows and wetlands located along the west shore of the Bay of Green Bay in Brown County, Wisconsin ("Park"); and,

WHEREAS, Club is seeking meeting space and equipment storage related to their organization; and,

WHEREAS, Barkhausen Waterfowl Preserve has areas/facilities which may be suitable for storage of equipment and available meeting rooms; and,

WHEREAS, the County has the right and obligation to operate and maintain all aspects of the Park in accordance with the policies and directives established by the Brown County Board of Supervisors and the County Executive; and,

WHEREAS, County desires to grant Club meeting space at Barkhausen Waterfowl Preserve, as well as grant Club storage space in exchange for <u>75 hours of volunteer service annually</u> or a <u>\$300 donation</u> annually to meet RM goals.

THEREFORE, in consideration of the mutual covenants and agreements contained herein, the Parties hereto do agree as follows:

- 1. The above recitals are true, correct and incorporated herein by reference.
- 2. CONSIDERATION. For good and valuable consideration, the receipt of which is mutually acknowledged by the Parties, County does hereby grant access to Club to the listed following areas/facilities at the Barkhausen Waterfowl Preserve: the Interpretive Center and Multi-Purpose Building, and further the Club will have access to the Pamperin Park Pavilion once annually for a membership function, at a time and date mutually agreeable to the Parties.

- 3. EXCLUSIVITY. This Agreement does not grant Club exclusive rights to these designated areas, nor does it grant Club rights to any other areas of Barkhausen Waterfowl Preserve, or Pamperin Park, unless those areas are specifically listed in this Agreement, or agreed to by an amendment to this Agreement, executed by the authorized representatives of each respective Party.
- 4. PURPOSE. This grant of access is to be used for the following purposes only: meeting space for organized monthly meetings and storage of tools related to the organization. The Club's members, volunteers, agents and contractors, when on site, agree to abide by all rules, laws, regulations, procedures and policies set forth by the Park's Department, the county, the state and the federal government.
- 5. TERM. The grant of access shall be for a period of two (2) years and shall automatically renew for an additional two (2) year term, unless terminated sooner in writing by one of the Parties, or a notice of non-renewal of the Agreement is sent to the other Party giving written notification of the Party's intent not to renew. Notice of termination or non-renewal shall be given thirty (30) days prior to the effective date of said termination or non-renewal. This Agreement shall be effective commencing on the first day of March 2015, and run through the first day of March 2017, renewable on the anniversary date of said commencement.
- 6. INSURANCE. Club agrees to insure its property against loss covered by the standard fire and extended coverage policy, and hereby waives all claims against the County for any loss or damage to their property. This waiver includes, but is not limited to, insurance deductibles and all other forms of self-insurance, and extends to Club's officers, directors, shareholders, employees, assigns, invitees and agents.

The Club shall, at its expense, maintain insurance in full force during special events that are open to the general public. This includes, but is not limited to, the Youth Waterfowl Day held in August of each year.

Insurance requirements during special events include:

- a. Comprehensive General Liability with limits no less than \$1,000,000 combined single limit per occurrence. Such insurance shall include endorsements for personal injury and contractual liability; and
- b. Business Auto Policy with limits no less than \$1,000,000 combined single limit per occurrence. This insurance shall cover owned, non-owned, and hired vehicles.

Club shall promptly furnish to the County a Certificates of Insurance evidencing coverage for the term of the special event along with the endorsement naming Brown County as an additional insured. The insurance policies shall not be subject to cancellation or reduction in limits of liability except after notice to the County in accordance with the terms of the policies.

The Certificate of Insurance shall be delivered to Brown County Park Department for approval by Brown County Risk Manager, thirty (30) days prior to the event. The Certificate shall describe the event by name in the "Description of Operations" section of the form.

Failure to provide the necessary Certificate of Insurance with endorsements thirty (30) days prior to the event shall result in cancellation of the event. Questions or concerns regarding the insurance requirements should be addressed with the Brown County Risk Manager at (920) 448-6298.

- 7. INDEMNIFICATION. Club hereby agrees to release, indemnify, defend, and hold harmless Brown County, its officials, officers, employees and agents from and against all judgments, damages, penalties, losses, costs, claims, expenses, suits, demands, debts, actions and/or causes of action of any type or nature whatsoever, including actual and reasonable attorney's fees, which may be sustained or to which they may be exposed, directly or indirectly, by reason of personal injury, death, property damage, or other liability, alleged or proven, resulting from or arising out of the use of the property/facilities and the actions or inactions of Club, its officers, officials, employees, agents, invitees or assigns. Brown County does not waive, and specifically reserves its right to assert any and all affirmative defenses and limitations of liability as specifically set forth in Wisconsin Statutes, Chapter 893 and related statutes.
- 8. RELATIONSHIP OF PARTIES. It is specifically understood and agreed that this Agreement shall not be construed to create or evidence a partnership or joint venture between County and Club and that both Parties hereto are individually responsible for their respective debts and financial obligations. The Club shall not make representations to third parties contrary to the terms of this paragraph.
- 9. NO VIOLATIONS OF LAW. No activities in violation of Federal, State, or local laws shall be permitted on the premises, and it shall be the responsibility of the Club to enforce this provision. No lewd or indecent actions, conduct, language, pictures or portrayals shall be included in the activities by the Club on the premises and nothing presented, used, or sold that is contrary to law or prohibited by ordinance of the respective Town, Village, or municipality will be permitted. The Club agrees to abide and be bound by the decision of the County should any questions arise under this paragraph.
- 10. RULES. In allowing access to the above premises, the County does not relinquish and does hereby retain the right to enforce all necessary and proper rules for the management and operation of the above premises. Said rules shall be promulgated and enforced strictly by the County. County, its agents and employees retain the right of ingress and egress to all above facilities and grounds when in performance of official duties and to ensure said premise is being used for the purposes stated.
- 11. AUTHORIZED ACTIVITIES. Club agrees not to interfere, impede or discourage other authorized activities occurring at the same time of its use of the premises. Ingress and egress are not to be interfered with by Club, its officials, agents, invitees, patrons, guests or employees.
- 12. UTILITIES. County will provide utilities within reason including heating for ordinary purposes when applicable.
- 13. MAINTENANCE OF PREMISES. Club shall be responsible for maintaining premises in a clean, safe, and sanitary condition. Club shall arrange for disposal of all waste materials. Any materials and personal property or items of any nature whatsoever remaining on the premises after the duration of this Agreement shall be considered abandoned with the intent of the Club being that the items remaining are to be discarded or disposed of by County. Club waives any and all rights or interests it may have in such property. All grounds, facilities, and fixtures shall be restored to their original condition to the satisfaction of the County, reasonable wear and tear expected. Club shall be charged, and agrees to pay, the County fee of \$45.00 per hour per staff member, for each day beyond the contracted Agreement in which the said premises are not fully cleaned and restored. Club shall pay all costs incurred by the County in restoration of the premises due to Club's failure to do so on or before the last day of this Agreement. Club shall be solely responsible for making all arrangements for cleanup and restoration of the premises during the term of this Agreement and at the conclusion of this Agreement.

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- 14. DAMAGES. In the event that the premises or any portion thereof used during the term of this Agreement shall be damaged by the act of, omission of, or negligence of the Club, or of the Club's officials, agents, employees, invitees, patrons, guests, or any other person admitted to said premises by Club, Club shall pay to the County upon demand such sums as shall be necessary to restore said premises to the original condition.
- 15. RESTRICT USE. County, at its discretion, may shutdown or restrict use of the premises whenever safety or sanitary conditions warrant. Club shall be obligated to honor and enforce any such shutdown or restricted use immediately upon verbal notification by County. County shall not be liable for compensation of any kind to the Club for such shutdown or restricted use.
- 16. ASSIGNMENT. The Club shall use the premises for no other use than that specified herein. The Club shall not assign this Agreement without written consent of County. In the event consent is granted to assign, the Club shall not permit any assignee to engage in conduct prohibited to the Club by the terms of this Agreement, and any assignee shall sign this or a similar agreement and shall be subject to all the terms under this Agreement. Assignment of this Agreement does not relieve the Club of any liability under this Agreement.
- 17. TERMINATION. This Agreement may be terminated by either Party for any reason or no reason by a Party giving thirty (30) days written notice to the other Party of said termination.
- 18. JURISDICTION. This Agreement shall be deemed to have been made in Brown County, Wisconsin and shall be governed by, construed under and enforced in accordance with the law of the State of Wisconsin, except as otherwise provided herein. All actions or proceedings relating directly or indirectly to this Agreement, whether sounding in contract or tort, shall be litigated in the Courts under the jurisdiction of Brown County, Wisconsin. All Parties to this Agreement hereby subject themselves to the jurisdiction of the Courts of Brown County, Wisconsin.
- 19. HEADINGS. The section titles have been inserted in this Agreement primarily for convenience, and do not define, limit or construe the contents of such paragraphs. If headings conflict with the text, the text shall control.
- 20. ENTIRE AGREEMENT. This Agreement is the entire Agreement between the undersigned Parties and shall only be modified, changed or amended in writing and signed by duly authorized representatives of each Party, which amendment expressly states that it is the intention of the Parties to amend this Agreement.
- 21. NOTICE. Any and all notices and demands shall be in writing delivered in person or by first class mail, registered or certified, postage paid, return receipt requested and addressed to the appropriate Party as follows:

### Club at:

Roger Hanson, President 2480 Meadow Park Drive Green Bay, WI 54311 920-676-6761

### County at:

Barkhausen Waterfowl Preserve 2024 Lakeview Drive Suamico, WI 54173 Matt Kriese: 920.434.2824 Kriese mm@co.brown.wi.us

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- 22. SEVERABILITY. The provisions of this Agreement are severable and if any provision is found to be invalid, unenforceable, or void by a court of competent jurisdiction, the remainder of the Agreement shall remain in full force and effect and shall not be affected, impaired or invalidated unless the effect of holding the provision invalid, unenforceable or void defeats the entire purpose of the Agreement.
- 23. DRAFTING. All Parties have contributed to the drafting of this Agreement. In the event of a controversy, dispute or contest over the meaning, interpretation, validity or enforcement of this document or any of its terms or conditions, there shall be no inferences, presumption or conclusion drawn whatsoever against any Party by virtue of that Party having drafted the document or any portion thereof.
- 24. AUTHORIZATION. The persons signing this Agreement warrant that they have been authorized to enter into this Agreement by and on behalf of their respective Parties and that they have full and complete authority to bind their respective Parties by executing this Agreement.
- 25. This Agreement shall inure to the benefit of and be binding upon the Parties hereto.

BROWN COUNTY PARK MANAGEMENT	GREEN BAY DUCK HUNTERS ASSOCIATION
BY: Troy Streckenbach, County Executive	BY:
DATE:	DATE:
APPROVED AS TO FORM:	
Matt Kriese, Assistant Park Director	



## MEMORANDUM OF UNDERSTANDING between BROWN COUNTY PARKS DEPARTMENT and BROWN COUNTY CONSERVATION ALLIANCE

This Memorandum of Understanding ("Agreement") made and entered into this \_\_\_day of \_\_\_\_2015, by and between the Brown County Parks Department, with offices locates at 1150 Bellevue Street, Room 151, Green Bay, Wisconsin 54302,(hereinafter referred to as the "County") and the Brown County Conservation Alliance, with contact information as follows:

Authorized Representative:

Janet Smith, President 3358 Nautical Avenue Green Bay, WI 54311

(hereinafter referred to as the "Club"). Hereinafter, singularly, the County and Club may be referred to as "Party" and collectively referred to as "Parties".

### RECITALS

WHEREAS, County desires to maintain and develop its resource management goals (hereinafter "RM") located at Barkhausen Waterfowl Preserve, consisting of 920 acres of forest, meadows and wetlands, located along the west shore of the Bay of Green Bay in Brown County, Wisconsin ("Park"); and,

WHEREAS, Club is seeking meeting space and equipment storage related to their organization; and,

WHEREAS, Barkhausen Waterfowl Preserve has areas/facilities which may be suitable for storage of equipment and available meeting rooms; and,

WHEREAS, the County has the right and obligation to operate and maintain all aspects of the Park in accordance with the policies and directives established by the Brown County Board of Supervisors and the County Executive; and.

WHEREAS, the County desires to grant Club meeting space at Barkhausen Waterfowl Preserve, as well as grant Club storage space in exchange for <u>75 hours of volunteer service annually</u> or a <u>\$300 donation</u> annually to meet RM goals.

THEREFORE, in consideration of the mutual covenants and agreements contained herein, the Parties hereto do agree as follows:

- 1. The above recitals are true, correct and incorporated herein by reference.
- 2. CONSIDERATION. For good and valuable consideration, the receipt of which is mutually acknowledged by the Parties, County does hereby grant access to Club to the listed following areas/facilities at the Barkhausen Waterfowl Preserve: the Interpretive Center and Multi-Purpose Building.

- 3. EXCLUSIVITY. This Agreement does not grant Club exclusive rights to these designated areas, nor does it grant Club rights to any other areas of Barkhausen Waterfowl Preserve, unless those areas are specifically listed in this Agreement, or agreed to by an amendment to this Agreement, executed by the authorized representatives of each respective Party.
- 4. PURPOSE. This grant of access is to be used for the following purposes only: meeting space for organized monthly meetings and storage of tools related to the organization. The Club's members, volunteers, agents and contractors, when on site, agree to abide by all rules, regulations, procedures and policies set forth by the Park's Department, the county, the state and the federal government.
- 5. TERM. The grant of access shall be for a period of two (2) years and shall automatically renew for an additional two (2) year term, unless terminated sooner in writing by one of the Parties, or a notice of non-renewal of the Agreement is sent to the other Party giving written notification of the Party's intent not to renew. Notice of termination or non-renewal shall be given thirty (30) days prior to the effective date of said termination or non-renewal. This Agreement shall be effective commencing on the first day of March 2015, and running through the first day of March 2017, renewable on the anniversary date of said commencement.
- 6. INSURANCE. Club shall insure its property against loss covered by the standard fire and extended coverage policy, and hereby waives all claims against the County for any loss or damage to their property. This waiver includes, but is not limited to, insurance deductibles and all other forms of self-insurance, and extends to Club's officers, directors, shareholders, employees, assigns, invitees and agents.
- 7. INDEMNIFICATION. Club hereby agrees to release, indemnify, defend, and hold harmless Brown County, its officials, officers, employees and agents from and against all judgments, damages, penalties, losses, costs, claims, expenses, suits, demands, debts, actions and/or causes of action of any type or nature whatsoever, including actual and reasonable attorneys' fees, which may be sustained or to which they may be exposed, directly or indirectly, by reason of personal injury, death, property damage, or other liability, alleged or proven, resulting from or arising out of the use of the property/facilities and the actions or inactions of Club, its officers, officials, employees, agent, invitees or assigns. Brown County does not waive, and specifically reserves its right to assert any and all affirmative defenses and limitations of liability as specifically set forth in Wisconsin Statutes, Chapter 893 and related statutes.
- 8. RELATIONSHIP OF PARTIES. It is specifically understood and agreed that this Agreement shall not be construed to create or evidence a partnership or joint venture between County and Club and that both Parties hereto are individually responsible for their respective debts and financial obligations. The Club shall not make representations to third parties contrary to the terms of this paragraph.
- 9. NO VIOLATIONS OF LAW. No activities in violation of Federal, State, or local laws shall be permitted on the premises, and it shall be the responsibility of the Club to enforce this provision. No lewd or indecent actions, conduct, language, pictures or portrayals shall be included in the activities by the Club on the premises and nothing presented, used, or sold that is contrary to law or prohibited by ordinance of the respective Town, Village, or municipality shall be permitted. The Club agrees to abide and be bound by the decision of the County should any questions arise under this paragraph.

- 10. RULES. In allowing access to the above premises, the County does not relinquish and does hereby retain the right to enforce all necessary and proper rules for the management and operation of the above premises. Said rules shall be promulgated and enforced strictly by the County. County, its agents and employees retain the right of ingress and egress to all above facilities and grounds when in performance of official duties and to ensure said premise is being used for the purposes stated.
- 11. AUTHORIZED ACTIVITIES. Club agrees not to interfere, impede or discourage other authorized activities occurring at the same time of its use of the premises. Ingress and egress are not to be interfered with by Club, its officials, agents, invitees, patrons, guests or employees.
- 12. UTILITIES. County will provide utilities within reason including heating for ordinary purposes when applicable.
- 13. MAINTENANCE OF PREMISES. Club shall be responsible for maintaining premises in a clean, safe, and sanitary condition. Club shall arrange for disposal of all waste materials. Any materials and personal property or items of any nature whatsoever remaining on the premises after the duration of this Agreement shall be considered abandoned with the intent of the Club being that the items remaining are to be discarded or disposed of by County. Club waives any and all rights or interests it may have in such property. All grounds, facilities, and fixtures shall be restored to their original condition and to the satisfaction of the County, reasonable wear and tear expected. Club shall be charged, and agrees to pay, the County fee of \$45.00 per hour per staff member for each day beyond the contracted Agreement in which the said premises are not fully cleaned and restored. Club shall pay all costs incurred by the County in restoration of the premises due to Club's failure to do so on or before the last day of this Agreement. Club shall be solely responsible for making all arrangements for cleanup and restoration of the premises during the term of this Agreement and at the conclusion of this Agreement.
- 14. DAMAGES. In the event that the premises or any portion thereof used during the term of this Agreement shall be damaged by the act of, omission of, or negligence of the Club, or of the Club's officials, agents, employees, invitees, patrons, guests, or any other person admitted to said premises by Club, Club shall pay to the County upon demand such sums as shall be necessary to restore said premises to the original condition.
- 15. RESTRICT USE. County, at its discretion, may shutdown or restrict use of the premises whenever safety or sanitary conditions warrant. Club shall be obligated to honor and enforce any such shutdown or restricted use immediately upon verbal notification by County. County shall not be liable for compensation of any kind to the Club for such shutdown or restricted use.
- 16. ASSIGNMENT. The Club shall use the premises for no other use than that specified herein. The Club shall not assign this Agreement without written consent of County. In the event consent is granted to assign, the Club shall not permit any assignee to engage in conduct prohibited to the Club by the terms of this Agreement, and any assignee shall sign this or a similar agreement and shall be subject to all the terms under this Agreement. Assignment of this Agreement does not relieve the Club of any liability under this Agreement.
- 17. TERMINATION. This Agreement may be terminated by either Party for any reason or no reason by a Party giving thirty (30) days written notice to the other Party of said termination.

- 18. JURISDICTION. This Agreement shall be deemed to have been made in Brown County, Wisconsin and shall be governed by, construed under and enforced in accordance with the law of the State of Wisconsin, except as otherwise provided herein. All actions or proceedings relating directly or indirectly to this Agreement, whether sounding in contract or tort, shall be litigated in the Courts under the jurisdiction of Brown County, Wisconsin. All Parties to this Agreement hereby subject themselves to the jurisdiction of the Courts of Brown County, Wisconsin.
- 19. HEADINGS. The section titles have been inserted in this Agreement primarily for convenience, and do not define, limit or construe the contents of such paragraphs. If headings conflict with the text, the text shall control.
- 20. ENTIRE AGREEMENT. This Agreement is the entire agreement between the undersigned Parties and shall only be modified, changed or amended in writing and signed by duly authorized representatives of each Party, which amendment expressly states that it is the intention of the Parties to amend this Agreement.
- 21. NOTICE. Any and all notices and demands shall be in writing delivered in person or by first class mail, registered or certified, postage paid, return receipt requested and addressed to the appropriate Party as follows:

Club at:

Brown County Conservation Alliance Janet Smith, President 3358 Nautical Avenue Green Bay, WI 54311

County at:

Barkhausen Waterfowl Preserve 2024 Lakeview Drive Suamico, WI 54173 Matt Kriese: 920.434.2824 Kriese mm@co.brown.wi.us

- 22. SEVERABILITY. The provisions of this Agreement are severable and if any provision is found to be invalid, unenforceable, or void by a court of competent jurisdiction, the remainder of the Agreement shall remain in full force and effect and shall not be affected, impaired or invalidated unless the effect of holding the provision invalid, unenforceable or void defeats the entire purpose of the Agreement.
- 23. DRAFTING. All Parties have contributed to the drafting of this Agreement. In the event of a controversy, dispute or contest over the meaning, interpretation, validity or enforcement of this document or any of its terms or conditions, there shall be no inferences, presumption or conclusion drawn whatsoever against any Party by virtue of that Party having drafted the document or any portion thereof.
- 24. AUTHORIZATION. The persons signing this Agreement warrant that they have been authorized to enter into this Agreement by and on behalf of their respective Parties and that they have full and complete authority to bind their respective Parties by executing this Agreement.

25. This Agreement shall inure to the benefit of and be binding upon the Parties hereto.

BROWN COUNTY PARK MANAGEMENT	BROWN COUNTY CONSERVATION ALLIANCE
BY: Troy Streckenbach, County Executive	BY:
DATE:	DATE:
APPROVED AS TO FORM:	
BY: Matt Kriese. Assistant Park Director	



## MEMORANDUM OF UNDERSTANDING between BROWN COUNTY PARKS DEPARTMENT and WAYSIDE MORRISON LIONS CLUB

This Agreement made and entered into this \_\_\_\_ day of \_\_\_\_ 2015, by and between the Brown County Parks Department (hereinafter referred to as the "County") with business offices located at 1150 Bellevue Street, Room 151, Green Bay, Wisconsin 54302, and the Wayside Morrison Lions Club, with contact information as follows:

Authorized Representative and offices located at:

Bob Fritsch 7431 Dickinson Road Greenleaf, WI 54126

(hereinafter referred to as the "Friends"). Hereinafter singularly, County and Friends referred to as "Party" and collectively hereinafter referred to as "Parties".

### **RECITALS**

WHEREAS, County desires to maintain, develop, promote and enhance the Brown County Way-Morr Park area located in the Town of Morrison in Brown County, Wisconsin; and,

WHEREAS, the Wayside Morrison Lions Club owns adjoining property to Way-Morr Park and recognizes the value of the County Park for our community; and,

WHEREAS, the existing bridge at Way-Morr Park does not meet Americans with Disability Act ("ADA") standards; and,

WHEREAS, the Friends realize the need for an accessible bridge crossing Branch Creek to access the entire park and wish to raise funds for a new bridge in the amount of \$35,000; and,

WHEREAS, the County, by the Education and Recreation Committee and the Parks Department, recognizes the Wayside Morrison Lions Club as an official group dedicated to the betterment of Way-Morr Park in Brown County.

1 | Page

NOW THEREFORE, in consideration of the mutual covenants and agreements contained herein, the Parties hereto do agree as follows:

- 1. The above recitals are true, correct and incorporated herein by reference.
- 2. CONSIDERATION. For good and valuable consideration, the receipt of which is mutually acknowledged by the Parties, County does hereby grant Friends access to the following areas/facilities at Way-Morr County Park: the grounds and lodge for fundraising purposes which funds shall be utilized for the project Bridging Way-Morr Park ("Project"). All proceeds shall be managed by the Friends and all records of Friends related to this Agreement shall be made available to the County upon request. The proceeds shall only be utilized for the Project Bridging Way-Morr Park.
- 3. EXCLUSIVITY. This Agreement does not grant Friends exclusive rights to these designated areas, nor does it grant Friends rights to any other areas of Way-Morr Park, unless those areas are specifically listed in this Agreement, or agreed to by an amendment to this Agreement, executed by the authorized representatives of each respective Party.
- 4. PURPOSE. This agreement shall be used for the following purposes only: granting the Friends permission to utilize grounds space for organized meetings, fundraisers, bridge construction and special events. Fundraising events shall require written approval of the Park Manager at least two weeks in advance of the event taking place. Other events shall require written permission from the Park Manager or Assistant Park Director at least two weeks in advance of the event.
- 5. TERM. This Agreement shall be for a period of two (2) years and shall automatically renew for a one (1) year term, unless terminated sooner in writing by one Party giving notice to the other Party of their intent to terminate, or not to renew. Said notice shall be given thirty (30) days prior to the effective date of termination or non-renewal. This Agreement shall be effective commencing on the first day of \_\_\_\_\_\_2015, and running through the \_\_\_\_ day of \_\_\_\_\_ 2017, renewable on the anniversary date of said commencement date.
- 6. INSURANCE. Friends shall assume all risks and shall insure its property against loss covered by the standard fire and extended coverage policy, and hereby waives all claims against the County, its officers, officials, employees and agents, for any loss or damage to their property. This waiver includes, but is not limited to, insurance deductibles and all other forms of self-insurance, and extends to Friends' officers, directors, shareholders, employees, assigns, invitees and agents.

Friends shall, at its expense, maintain insurance in full force during special events or fundraising activities on the premises that are open to the general public.

Insurance requirements during special events include:

- a. Comprehensive General Liability with limits no less than \$1,000,000 combined single limit per occurrence. Such insurance shall include endorsements for personal injury and contractual liability; and
- b. Business Auto Policy with limits no less than \$1,000,000 combined single limit per occurrence. This insurance shall cover owned, non-owned, and hired vehicles.

Friends shall promptly furnish to the County a Certificates of Insurance evidencing coverage for the term of the special event or fundraising activity along with the endorsement naming Brown County as an additional insured. The insurance policies shall not be subject to cancellation or reduction in limits of liability except after notice to the County in accordance with the terms of the policies.

The Certificate of Insurance shall be delivered to Brown County Park Department for approval by the Brown County Risk Manager, thirty (30) days prior to the event. The Certificate shall describe the event by name in the "Description of Operations" section of the form.

Failure to provide the necessary Certificate of Insurance with endorsements thirty (30) days prior to the event shall result in cancellation of the event. Questions or concerns regarding the insurance requirements should be addressed with the Brown County Risk Manager at (920) 448-6298.

- 7. INDEMNIFICATION. Friends hereby shall release, indemnify, defend, and hold harmless County, their officials, officers, employees and agents from and against all judgments, damages, penalties, losses, costs, claims, expenses, suits, demands, debts, actions and/or causes of action of any type or nature whatsoever, including actual and reasonable attorneys' fees, which may be sustained or to which they may be exposed, directly or indirectly, by reason of personal injury, death, property damage, or other liability, alleged or proven, resulting from or arising out of the use of the property/facilities and the actions or inactions of Friends, its officers, officials, employees, agents or assigns. County does not waive, and specifically reserves its right to assert any and all affirmative defenses and limitations of liability as specifically set forth in Wisconsin Statutes, Chapter 893 and related statutes.
- 8. RELATIONSHIP OF PARTIES. It is specifically understood and agreed that this Agreement shall not be construed to create or evidence a partnership or joint venture between County and Friends and that both Parties hereto are individually responsible for their respective debts and financial obligations. The Friends shall not make representations to third parties contrary to the terms of this paragraph.
- 9. NO VIOLATIONS OF LAW. No activities in violation of Federal, State, or local laws shall be permitted on the premises, and it shall be the responsibility of the Friends to enforce this provision. No lewd or indecent actions, conduct, language, pictures or portrayals shall be included in the activities by the Friends, or anyone acting on behalf of the Friends, on the premises and nothing presented, used, or sold that is contrary to law or prohibited by ordinance of the respective County, Town, Village, or municipality

- shall be permitted. The Friends shall abide and be bound by the decision of the County should any questions arise under this paragraph or this Agreement.
- 10. RULES. In allowing access to the above premises, the County does not relinquish and does hereby retain the right to enforce all necessary and proper rules for the management and operation of the above premises. Said rules shall be promulgated and enforced strictly by the County. County, its agents and employees retain the right of ingress and egress to all above facilities and grounds when in performance of official duties and to ensure said premise is being used for the purposes stated.
- 11. AUTHORIZED ACTIVITIES. Friends shall not interfere, impede or discourage other authorized activities occurring at the same time of its use of the premises. Ingress and egress are not to be interfered with by Friends, its officials, officers, agents, invitees, patrons, guests or employees.
- 12. MAINTENANCE OF PREMISES. Friends shall be responsible for maintaining premises in a clean, safe, and sanitary condition. Friends shall arrange for disposal of all waste materials. Any materials and personal property or items of any nature whatsoever remaining on the premises after the duration of this Agreement shall be considered abandoned with the intent of the Friends being that the items remaining are to be discarded or disposed of by County. Friends waive any and all rights or interests it may have in such property. All grounds, facilities, and fixtures shall be restored to their original condition and to the satisfaction of the County, reasonable wear and tear expected. Friends shall be charged, and agrees to pay, the County fee of \$45.00 per hour per staff member for each day beyond the contracted Agreement in which the said premises are not fully cleaned and restored. Friends shall pay all costs incurred by the County in restoration of the premises due to Friends' failure to do so on or before the last day of this Agreement. Friends shall be solely responsible for making all arrangements for cleanup and restoration of the premises during the term of this Agreement and at the conclusion of this Agreement.
- 13. DAMAGES. In the event that the premises or any portion thereof used during the term of this Agreement shall be damaged by the act of, omission of, or negligence of the Friends, or of the Friends' officials, officers, agents, employees, patrons, guests, or any other person admitted to said premises by Friends, Friends shall pay to the County upon demand such sums as shall be necessary to restore said premises to the original condition.
- 14. RESTRICT USE. County, at its discretion, may shutdown or restrict use of the premises whenever safety or sanitary conditions warrant. Friends shall be obligated to honor and enforce any such shutdown or restricted use immediately upon verbal notification by County. County shall not be liable for compensation of any kind to the Friends for such shutdown or restricted use.
- 15. ASSIGNMENT. The Friends shall use the premises for no other use than that specified herein. The Friends shall not assign this Agreement without written consent of County. In the event consent is granted to assign, the Friends shall not permit any assignee to engage in conduct prohibited to the Friends by the terms of this Agreement, and any assignee shall sign this or a similar agreement and shall be

- subject to all the terms under this Agreement. Assignment shall not release Friends of their obligations and liabilities under this Agreement.
- 16. TITLE REMAINS WITH THE COUNTY. Upon completion of Project Bridging Way-Morr Park, all additions to the Way-Morr Park shall be deemed to be the sole property of the County. Friends shall assign to the County any and all interest it may have in such property.
- 17. TERMINATION. This Agreement may be terminated by either Party for any reason or no reason by a Party giving thirty (30) days written notice to the other Party of said termination.
- 18. JURISDICTION. This Agreement shall be deemed to have been made in Brown County, Wisconsin and shall be governed by, construed under and enforced in accordance with the law of the State of Wisconsin, except as otherwise provided herein. All actions or proceedings relating directly or indirectly to this Agreement, whether sounding in contract or tort, shall be litigated in the Courts under the jurisdiction of Brown County, Wisconsin. All Parties to this Agreement hereby subject themselves to the jurisdiction of the Courts of Brown County, Wisconsin.
- 19. HEADINGS. The section titles have been inserted in this Agreement primarily for convenience, and do not define, limit or construe the contents of such paragraphs. If headings conflict with the text, the text shall control.
- 20. ENTIRE AGREEMENT. This Agreement is the entire agreement between the undersigned Parties and shall only be modified, changed or amended in writing and signed by duly authorized representatives of each Party, which amendment expressly states that it is the intention of the Parties to amend this Agreement.
- 21. NOTICE. Any and all notices and demands shall be in writing delivered in person or by first class mail, registered or certified, postage paid, return receipt requested, or delivered by a recognized overnight carrier service with proof of delivery and addressed to the appropriate party as follows:

Friends at:
Bob Fritsch
Wayside Morrison Lions Club
7431 Dickinson Road
Greenleaf, WI 54126
Phone: 920-864-2353

County at: Brown County Parks Department 1150 Bellevue Street, Room 151 Green Bay, WI 54302

Phone: 920.448.4464

Kriese mm@co.brown.wi.us

All other correspondence may be sent by regular mail addressed as noted above.

- 22. SEVERABILITY. The provisions of this Agreement are severable and if any provision is found to be invalid, unenforceable, or void by a court of competent jurisdiction, the remainder of the Agreement shall remain in full force and effect and shall not be affected, impaired or invalidated unless the effect of holding the provision invalid, unenforceable or void defeats the entire purpose of the Agreement.
- 23. DRAFTING. All Parties have contributed to the drafting of this Agreement. In the event of a controversy, dispute or contest over the meaning, interpretation, validity or enforcement of this document or any of its terms or conditions, there shall be no inferences, presumption or conclusion drawn whatsoever against any Party by virtue of that Party having drafted the document or any portion thereof.
- 24. AUTHORIZATION. The persons signing this Agreement warrant that they have been authorized to enter into this Agreement by and on behalf of their respective Parties and that they have full and complete authority to bind their respective Parties by executing this Agreement.
- 25. This Agreement shall inure to the benefit of and be binding upon the Parties hereto.

BROWN COUNTY PARK DEPARTMENT	WAYSIDE MORRISON LIONS CLUB
BY: Troy Streckenbach, County Executive	BY:
DATE:	DATE:
APPROVED AS TO FORM:	
Matt Kriese, Assistant Park Director	

Departmental Opening Summary

To: Ed & Rec Committee

From: Park Department

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Unfilled Reason
Assistant Naturalist	N/A	N/A	Fill -March 9th start date	In process
Park Worker - Pamperin	fall 2015	seasonal position	Hold	seasonal - April start
Park Worker - Pamperin	fall 2014	seasonal position	Hold	seasonal - April start
Park Worker - Pamperin	fall 2014	seasonal position	Hold	seasonal - April start
Park Worker - Bay Shore	fall 2014	seasonal position	Hold	seasonal- April start
Park Worker - Bay Shore	fall 2014	seasonal position	Hold	seasonal - April start
Park Worker - Fairgrounds	fall 2014	seasonal position	Hold	seasonal - April start
Park Worker - Fairgrounds	fall 2014	seasonal position	Hold	seasonal - April start
Park Worker - Fairgrounds	fall 2014	seasonal position	Hold	seasonal - April start
Park Worker - State Trails	fall 2014	seasonal position	Hold	seasonal - April start
Park Worker - State Trails	fall 2014	seasonal position	Hold	seasonal - April start
Park Worker - Camp	fall 2014	seasonal position	Ноід	seasonal - April start
Park Worker - Camp	fall 2014	seasonal position	Hold	seasonal - April start
Park Worker - Pamperin	late summer 2014	summer position	Hold	seasonal - late May start
Park Worker - Pamperin	late summer 2014	summer position	Hold	seasonal - late May start
Office Help - Park Office	late summer 2014	summer position	Ноід	seasonal - late May start
Park Worker - Fairgrounds	late summer 2014	summer position	Hold	seasonal - late May start
Park Security - varied parks	fall 2014	seasonal position	PioH	seasonal - May start
Park Security - varied parks	fall 2014	seasonal position	Hold	seasonal - May start
Park Security - varied parks	fall 2014	seasonal position	Hold	seasonal - May start
Park Security - varied parks	fall 2014	seasonal position	Hold	seasonal - May start
Park Security - varied parks	fall 2014	seasonal position	Hold	seasonal - May start

Ex: Transfer, Wage, Working Conditions

Departmental Openings Summary

To: Ed & Rec Committee From: Adventure Park

Adv Park Concessionaire  Adv Park Concessionaire  Adv Park Guide  Adv Park Guide  Adv Park Guide		7-1-1-1	:
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Adv Park Lead Guide		Hold	seasonal position
Adv Park Lead Guide		Hold	seasonal position

### FIELD STAFF REPORT PARK MANAGEMENT JANUARY 2015

### Rick Ledvina West Side Manager

### Barkhausen Waterfowl Preserve

 As of January this is now under my supervision and I have been reviewing the files for this area. It has been a learning lesson and the staff has been very helpful. Through this month we will continue to meet and I look forward to learning every day something new about the facility and programs.

### Brown County Park

- The park has steady attendance and the Dog Association has been picking up waste weekly. Very good job.
- With the arrival of snow we use pet friendly salt as needed. The users prefer the less is more approach and we monitor the ice as needed on the walkways.
- The gates have had to be adjusted for heaving from frost and snow.
- We are setting up meetings with the Association to see what type of fundraiser they will be doing in 2015.

### Pamperin Park

- All work orders are and have been completed by staff.
- Rentals in the Pavilion continue with weddings and other rentals. We do not have any open weekends for January and the park books out for Saturday and Sundays usually the first day available.
- Snow and cold have slowed the traffic into the park and we maintain the roadways and sidewalks as needed.
- Jon R has started at Pamperin as a Ranger and he has been doing a LEAN clean in our shop and facilities to acquaint himself with what we have. He has done a fantastic job doing that and showing me the FRT and MB trails that were under his responsibility but now fall under me.
- We have been doing a lot of review and analysis of the parks now under my supervision.

### Vande Hei Property

• I do security checks of the facility on a regular basis to maintain the integrity of the park.

### Fox River Trail - Mountain Bay Trail

 As a review Jon and I check the trail dog waste stations as needed and take traffic counts monthly. We are waiting on TechnologyServices to get the programming into Pamperin so our logging can occur.

### FIELD STAFF REPORT PARK MANAGEMENT JANUARY 2015

### Marvin Hanson—East Side Manager

### Fairgrounds

- Cleaning, Park Security, Park Inventory
- Process Maintenance Work Orders
- Snowplow as necessary
- Vehicle & Equipment maintenance
- Support Barkhausen Log Cabin Project
- · Replace wood deck on back hoe trailer
- Remove decking from launching dock for Suamico

### Neshota Park

- Cleaning, Security Checks and Park Inventory
- Groom ski trails & sledding hill as needed
- Snowplow as necessary
- Host meeting (Friends of Neshota Park) in park shelter bldg.

### Way-Morr Park

• Security Checks and Park inventory

### Líly Lake

- Cleaning, Security Checks and Park Inventory
- Process Work Orders
- Snowplow as necessary
- Inspect and monitor Lake Aeration system

### Wrightstown Park

• Cleaning, Security Checks and Park Inventory

### Fonferek Glen

- Litter pick-up, Security Checks and Park Inventory
- Process work orders— sign inspections & Inspection of Boundary Signs.
- Snowplow as necessary

### Bay Shore Park

- Cleaning, Park Security, Park Inventory
- Process Maintenance Work Orders
- Snowplow as necessary
- Planning for new informational sign's for campsite and picnic area

### Wequiock Falls Park

- Cleaning, Park Security, Park Inventory
- Process Maintenance Work Orders
- Snowplow as necessary



### FIELD STAFF PARK MANAGEMENT JAN. 2015



### Curt Hall Reforestation Camp

### **Operations:**

- Continuing ranger interview process. In the final stages of hiring new Park Ranger Mark Payne. Mark Payne comes to us with 17 years of Park Ranger experience at the Bay Beach Wildlife Sanctuary. Mark brings a lot of experience working with volunteer groups, running educational programs and site maintenance and improvement projects. I am excited to have him onboard and think he will add a lot to the team. Mark Payne starts Feb. 10th.
- Continued ski program operations. Low snow conditions are resulting in low user attendance. Friends group volunteers are playing a large role in assisting with grooming operations.
- The majority of RFC operations are focused on staying caught up on routine maintenance and inspections, work orders, trail grooming and maintenance in the absence of a Park Ranger. Other County Park Rangers are assisting with grooming as needed.

### **User Groups:**

• Continued forward momentum with the friends group. We had two more friends group meetings Jan. 12th and 28th. The friends group is approaching the completion of the first draft of bi-laws. They hope to have the bi-laws complete and approved by county followed by a temporary working agreement established with the County by spring.

### Adventure Park

### **Operational Highlights:**

• The Adventure Park is currently shut down for the off-season.

• Adventure Park Supervisor will be attending the 25th annual Association for Challenge Course Technology Conference Feb. 4th-8th.

• Adventure Park Base Camp building construction bids came in over budget. Currently in the process of re-designing the Adventure Park Base Camp in effort to cut cost while maintaining/improving the functionality of the building.

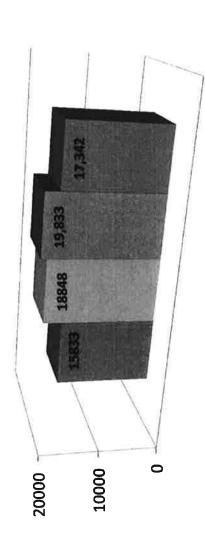
• Completed all Adventure Park package and pricing updates. The Adventure Park websites have been updated with all of the new 2015 Adventure Park operating hours, program options and descriptions, pricing etc.

### **Future Program Opportunities:**

- We are in the final planning process of a new course element addition for the Adventure Park. In spring of 2015 we will be adding a new element called the Quick Jump. The Quick Jump is a free fall device that will allow people to exit the course from the third level by jump off the platform and allowing the participant to experience an 8' free fall before being lowered to the ground in a nice controlled decent. Matt call it the "Brown County Bungee Jump".
- Continue to see a lot of interest in group programs.

# **BROWN COUNTY PARK USAGE - ATTENDANCE SUMMARY**

Park Location	January 2012	January 2013	January 2014	January 2015
Adventure Park	0	0	0	0
Barkhausen	4403	4827	5,432	4183
Bay Shore Park	905	547	321	519
Brown County Park / Dog Park	1155	1305	878	1192
Fairgrounds	1009	1320	096	1007
Fonferek's Glen	407	376	176	175
Fox River Trail	2003	1487	1357	1620
Lily Lake	1015	1580	2170	1795
Mountain-Bay Trail	1187	1023	344	450
Neshota Park	1156	2147	2867	1000
Pamperin Park	1363	1737	1944	3092
Reforestation Camp	966	2377	3210	2100
Suamico Boat Launch	124	32	29	75
Way-Morr Park	0	0	0	0
Wequiock Falls	110	06	145	134
Wrightstown Park	0	0	0	0
Yearly Grand Totals	15833	18848	19833	17342



■ December 2012 ■ December 2013 ■ December 2014 ■ December 2015

### Park Department Assistant Director's Report To The Education and Recreation Committee

Adventure Park: The recruitment process has begun for the park. Annual inspections and training have been scheduled. Staff is currently working on marketing plans. Work was performed on the rebid of project 1737, detailed bid results will be provided at the meeting.

Barkhausen: Staff held the second annual Tiki Torch Hike with over 130 participants!

<u>Fairgrounds:</u> Looking into a connection between Ashwaubomay Memorial River Park and the fairgrounds.

<u>Friends of Neshota Park:</u> We have met with a local race director and the friends group in an effort to start a snowshoe race in 2016.

<u>State Trails:</u> Work has been performed on the bid process for project 1821 in regard to the repair and replacement of 11 culverts along the 33 miles of recreational trail in Brown County.

<u>Long Range Parks Plan:</u> Staff has met with the planning department and our Comprehensive Outdoor Recreational Plan will be completed late 2016. This will require an additional extension to the current 5 year plan.

<u>Marketing:</u> Once our summer office position is hired we will begin marketing through internet based resources and paid online services. Paid opportunities may include: local online press gazette service and event websites

<u>Ski Trails:</u> Even with the limited snow our three XC ski trail locations have been able to make the trails skiable and enjoyable for the winter enthusiasts.

Get Outdoors, The Parks Are Yours!!

### ZOO MONTHLY ACTIVITY REPORT For February 2015

### 1. Zoo Director Report

FOX 11 programs weekly

Zoo Society meeting held on 2/16/15

Curator report

Operations report

Maintenance report

Education/Volunteer report

**NEW Zoo** *As of 2-24-15* 

Departmental Openings Summary

Oversight Committee To:

From: Department of Oversight

	0			
Position	Vacancy Date	Keason tor Leaving	Fill or Hold	Unfilled Reason
TE - Concessionaire Sup	10/31/2014	Seasonal	Fill	3.3 FTE Openings
TE - Concessionaire Sup	380	# A	*	Gone Back to School
TE - Concessionaire Sup	1	×	16.	
TE - Concessionaire Sup		:: <b>:</b>	(#)	
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.TE - Concessionaire	10/31/2014	Seasonal	Fill	5.43 FTE Openings
TE - Concessionaire			ja:	Gone Back to School
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TE - Concessionaire	(96)			
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TE - Concessionaire	æ	ı.		
TE - Concessionaire	Д.	п	и	
5 more Supervisors and 10 more Concessionaires equal 3.3 FTE Sup and 5.53 FTE Concessionaires.	nore Concessionai	es equal 3.3 FTE	Sup and 5.53 FTE Conces	sionaires.
TE - Zoo Educator	10/26/2014	Seasonal	Fill in April	Seasonal Position
Seasonal Maintenance ~ .68	12/1/2014	Seasonal	Fill in April	Seasonal Position

### Animal Collection Report February 2015

A beautiful Blue & Gold Macaw named Grace has been added to the NEW Zoo family. Usually, we are not able to accept pet donations as our Acquisition Policy and Collection Plan require specific justification for bringing in any new animal. In this case, we needed a macaw to be a companion for our Military Macaw Tessa. Additionally, we required a bird that had just the right temperament to participate in educational programing. Gracie fit the bill and needed a new home. She is adjusting well to all the attention she gets from staff and will join Tessa after her quarantine is completed. Although most animals come from other AZA zoos as part of cooperative breeding programs, in this instance, providing a home for a former pet macaw made sense. Because both macaws have an unknown genetic background, neither is suitable for captive breeding programs.

Plans to transfer Burrowing Owl, Oz to the Brandywine Zoo in Wilmington, Delaware have been delayed (several times!) due to a slight case of the sniffles and the crazy weather that has been inundating the East Coast this winter. Oz will be joining a female owl with whom he has a breeding recommendation from the Species Survival Plan. A young female owl from the St. Louis Zoo will be traveling to the NEW Zoo to join Bing in our exhibit.

Cougar BB recently joined a drugstore prescription savings club. She was rescued many years ago from a backyard breeding situation and suffers from arthritis and nerve pain related to declawing. An anti-depressant commonly prescribed for humans with nerve pain has been very effective for treating her condition. The medication is expensive but volunteer Veterinary Technician Maureen Rasmussen did some research and learned that the Zoo could save significantly on this prescription if BB applied for membership to the Walgreen's Prescription Savings Club. She is now a card carrying member!

Zookeepers regularly provide items and experiences to enrich the animals' lives as part of a formal Behavioral Enrichment Program at the NEW Zoo. Keepers use many resources and their own ingenuity to come up with enrichment that will engage the animals under their care. On Valentine's Day, many of the animals had "kissing booths" installed in their enclosures. Although they may not have fully appreciated the theme, many were very interested in exploring the new and interesting contraptions. Their explorations provided some nice photo opportunities for staff and visitors!

# Gift Shop, Mayan and Admissions Revenue monthly revenue jan 2015

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	Vending		6.31	66.20	32.22	3.79	e)	5.69	1,035.32	,	1.00	14.23	11.38	t	5.69	1.90	7.58	11.37	88.00	46.16	12.32	33.24	12.32	13.27	25.59	165.41	16.58	7.58	2.84	12.32	22.74	11.84	75.51	\$ 1,748.40
Adven	ture		,		,	1		1	¥	į	ı	ı	£	10	į.			ā		4	•	è			,		•	i	0	ē			1	· •
200	Admissions		84.50	192.00	103.50	19.00	7.00	7.00	7.00	10	ı	46.00	14.00	•10	101	21.00	9.50	21.50	375.00	102.50	52.00	38.50	32.00	21.50	122.50	624.00	48.00	21.50	9.50	23.00	27.00	35.50	247.50	\$ 2,312.00
	Gift Shop Concessions Admissions	000	43.28	82.83	44.49		6.03	5.12	48.96	11.43	9:38	12.82	9.19	7.37	10.85	11.39	23.76	14.60	163.47	73.93	24.94	47.18	47.72	46.33	46.23	376.06	21.52	3.01	2.46	25.55	8.27	23.24	77.77	\$ 1,329.18
		L	- 5.54		30.04	35.89	7.11	,	250.00	#C	1	97.84	35.81	(16)	((31))	(0)	22.13	22.13	154.99	62.97	15.02	8.69	5.53	¥	39.51	158.01	33.00	60.58	30.04	6	12.65	6.32	66.75	\$1,149.47
	Date	,		7	3	4	5	9	1	8	6	10	11	12	13	14	15	16	17	18	18	20	21	22	23	24	25	26	27	28	29	30	31	
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Weather Ke 1 = Sunny 2 = Overcas 3 = Rain 3 = Ra 4 = Snow

Vending Consists: Stroller, Animal Feed, Giraffe, Pepsi, Carousel, Train, Penny Press, Hurricane Simulator, Footsie Wootsie

W:\Revenue Worksheets\2018abandary\1 2013 -2015 Zoo Gift Shop Mayan Zoo Pass Attendance Jan

					<b>2015 REPORT</b>	PORT		2013	2014	2015
Paws & Claws					2013, 2014 2015	4 2015		PER	PER	PER
Gift Shop	2013		2014		2015	(+)(+)	•	CAP	CAP	CAP
January	1,055.77	$\overline{}$	\$ 557.40	69	1,149.47	£ 26	592.07	\$1.06	\$1.26	0.87147081
February	\$ 1,251,19	_	\$ 669.96	L				\$1.45	\$1.25	-
March	\$ 6,410.95	_	\$ 4,715.11	L				\$1.07	\$0.96	
April	\$ 13,203.95		\$ 10,948.35	L				\$1.26	\$0.82	
May	\$ 39,997.32		\$ 37,175.92	L				\$1,08	\$0.92	
June	\$ 47,174.03	.03	\$ 44,177.86					\$1.08	\$1.01	
July	\$ 45,434.44	_	\$ 50,198.70					\$1.19	\$1.03	
August	\$ 44,070.13	.13	\$ 45,949.76					\$1,06	\$0.99	
September	\$ 16,987.95		\$ 11,962.04	L			Γ	\$0.94	\$0.73	
October	\$ 11,447.06	-	\$ 8,872.02					\$0.58	\$0.38	
November	\$ 2,392.94		\$ 1,398.38	L				\$1.37	\$0,92	
December	\$ 1,049.37		\$ 2,611.88					\$1,29	\$1.47	
TOTAL	\$ 230,475.	10	\$ 230,475.10 \$ 219,237.38	69	1,149.47	\$ 26	592.07	\$ 1.05	\$0.91	\$0.91 0.87147081

	174					2013	2014	2015
Mayan					_	PER	PER	PER
Taste of Tropic	2013	2014	2015	Ξ	(+)/	CAP	CAP	CAP
Jannary	\$ 1,437.87	\$ 698.79	\$ 1,329.18	69	630.39	\$1.44	\$1.58	1,00771797
February	\$ 1,376.70	\$ 934.03				\$1.60	\$1.74	
March	\$ 4,238.14	\$ 5,601.97				\$0.71	\$1.14	
April	\$ 12,214.97	\$ 12,402.26				\$1.16	\$0.92	
May	\$ 38,989.01	\$ 47,658.53				\$1.05	\$1.18	
June	\$ 51,184,40 \$	\$ 55,471.02				\$1.17	\$1.26	
, inc	\$ 48,408.14 \$	\$ 65,770.40				\$1.27	\$1.50	
August	\$ 54,204.81	\$ 56,141,00				\$1.31	\$1.21	
September	\$ 22,329.62	\$ 21,067.21				\$1.24	\$1.28	
October	\$ 17,184.31	\$ 20,106.38				\$0.87	\$0.86	
November	\$ 2,288.80	\$ 1,510.15				\$1.31	\$0.99	
December	\$ 895.70	\$ 2,054.59				\$1.10	\$1.16	
TOTAL	\$ 254,752,47	\$ 289,416.33	\$ 1,329.18	69	630.39	\$ 1.16	\$1.20	1.00771797

ZOO PASS					
MONTH	2013	2014	2015	(+)/(+)	
January	\$ 2,538,00	\$ 881.00	\$ 1,988.00	\$ 1,107.00	
February	\$ 2,431.00	\$ 2,302.00			
March	\$ 11,066.00	\$ 12,801.00			
April	\$ 19,401.00	\$ 21,763.00			
May	\$ 25,115.00	\$ 33,474.00			
June	\$ 20,309.00	\$ 26,236.00			
July	\$ 13,361.00	\$ 15,973.00			
August	\$ 8,702.00	8.702.00 \$ 11,142.00			
September	\$ 6,526.00	\$ 5,512.00			
October	\$ 3,255.00	\$ 3,007.00			
November	\$ 3,075.00	\$ 1,985.00			
December	\$ 10,531,00	\$ 16,351.00			
TOTAL	\$ 126,310,00	\$ 126.310.00 \$ 151.427.00 \$	\$ 1.988.00	\$ 1,107.00	

# NEW ZOO ADMISSIONS REVENUE ATTENDANCE 2015 REPORT 2013, 2014 2015

## **ATTENDANCE**

MONTH	2013	2014	2015
January	666	442	1319
February	861	537	
March	5,989	4,910	
April	10,499	13,425	
May	37,075	40,506	
June	43,835	43,858	
July	38,029	48,534	
August	41,427	46,458	
September	18,024	16,459	
October	19,672	23,299	
November	1,752	1,521	
December	811	1,777	
TOTAL	218,973	241,726	1319.00

# **ADMISSION & DONATIONS**

									1000000	100 CO
	2013	2013	2014	2014	2015	2015		2013	2014	2015
		DONATION		DONATION		Donation		PER	PER	PER
	ADMISSIONS	BIN	ADMISSIONS	BIN	ADMISSIONS	Bin	(-)/(+)	CAP	CAP	CAP
MONTH										
January	1,520.87	53.76	00'968	127.62	2,312.00	Ť	1416.00	\$1.52	\$2.03	1.7528
February	1,517.10	*	1,112.00	3.00				\$1.76	\$2.07	
March	16,111.68	89.46	16,242.50	30.36				\$2.69	\$3.31	
April	40,458.27	106.03	41,931.50					\$3.85	\$3.12	
May	135,610,19	259.08	181,412.00	615.29				\$3.66	\$4.48	
June	167,307.94	847.96	201,002.10	510.02				\$3.82	\$4.58	
July	155,324.26	408.00	232,705.50	948.94				\$4.08	\$4.79	
August	164,161,23	680.83	210,093.00	1,572.95				\$3.96	\$4.52	
September	67.574.00	100	71,385.50					\$3.75	\$4.34	
October	70,718.00	519.88	101,361.50	799.73				\$3.59	\$4.35	
November	6,580.00	•	6,484.50	177.86				\$3.76	\$4.26	
December	2,680.81	10.00	5,776.00	•				\$3.31	\$3.25	
TOTAL	\$829,564.35	\$2,975.00	\$1,070,402.10	\$4,785.77	\$2,312.00	\$0.00	1416.00	\$3.79	\$4.43	\$4.43 1.752

# NEW Zoo Operations Report: January 2015

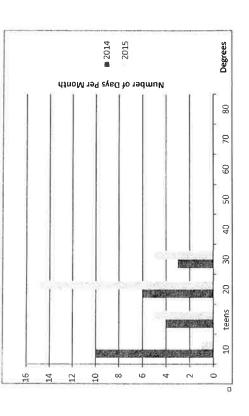
### Noteworthy:

Average Temperature recorded at the 200 in January 2015 = 18°F

5 in the negatives, 1 in the 0's, 10 in the teens, 15 in the 20's and 3 in the 30's

Average Temperature recorded at the zoo in January 2014 = 10°F

8 in the negatives, 8 in the 0's, 4 in the teens, 6 in the 20's and 3 day in the 30's



Lowest temperature for period in January 2015: -11°F Highest Temp: 39°F Lowest temperature for period in January 2014: -16°F Highest Temp: 35°F

# January 2015

- 1319 guests visited the Zoo in Jan. this year, compared to 442 last Jan.
- Zoo passes sales for Jan. were \$1988, more than double that of Jan. 2014 when they were \$881.
  - Other totals are as follows 2015/2014 respectively: Gift Shop \$1149.47/\$557.40

Gill Shup 31149.47/3337.40 Mayan \$1329.18/\$698.70

Vending \$1748.40/\$288.63

Education \$\$2389.00/\$1436.00

### **NEW Zoo Maintenance Report**

### February 2015

### Mike Rosinsky & Jerry Vincent

### **Main Projects:**

- Remodeled men's restroom in visitor center, tore out old tile and replaced with new tile via donation
- Snaked out drains and rebuilt most plumbing fixtures
- Added more vinyl curtains to monkey den entrance to yard, helping heating significantly
- Removed hallway wall to woodshop, adding more room for projects.
- · Replaced expansion tank in giraffe building
- Replaced electrical cord on one of the zoo's wells, replaced caps on several wells that were leaking
- Placed sand in wolf yard where wolves had been digging
- Repaired water main leak in Barth building
- Installed new door knob on cougar
- Water sample testing
- Worked with Parks Dept. to completely reorganize maintenance shop

### Routine:

- Completed Work Orders-extinguishers, vehicle maintenance, furnaces cleaned, etc
- Restroom and building cleaning
- Monthly pest control via Wilkil
- Clear snow from pathways and salt as needed
- Winter deep cleaning of restroom facilities, scrubbed tile and flooring
- Weekly oil changes on carts due to cold weather

### **NEW ZOO & ADVENTURE PARK**

### Brown County

4418 REFORESTATION ROAD GREEN BAY, WISCONSIN 54313

ANGELA KAWSKI-KROENING

PHONE (920) 662-2405 E-MAIL KAWSKI AJ@CO.BROWN.WI.US **EDUCATION & VOLUNTEER PROGRAMS COORDINATOR** 

### NEW Zoo EDUCATION & VOLUNTEER PROGRAMS REPORT **JANUARY 2015**

2014 Summary: approx. 4,600 hours from Volunteers, plus 5,670 from interns, plus 4,700 from Special Event volunteers = approx. 15,000 hours. There were 200 total "regular" volunteers and approximately 550 volunteers when including special events Versus 2013: 6,024 hours from Volunteers, plus 7,800 hours from Interns = 16,850 hours

### Volunteer Hours

Jan 2015	Opportunity	Jan 2014
6	Education Program	6
132.25	Giraffe Stand	126
23.75	Husbandry	39.25
	Mayan Restaurant	-
19	Office Help	46.25
28.25	Special Projects	3.5
	Visitor Center	.5
7.75	ZooWatch	14
217	TOTAL HOURS	235.5

### Intern Hours

4 interns (3 new, one carry-over from fall)

Total Hours: 90.25 hours

versus 2014: 134.75 hours

### Off Site Programs (Zoomobiles)

Program originally scheduled for 1-27-15 was moved to February date

Total Revenue → \$0

versus \$150 in 2014

### On Site Programs

Jan 3<sup>rd</sup> → Penguin Encounter \$100 Jan 17<sup>th</sup> → Bday Encounter \$50 estimated

Total Revenue → \$150

versus \$216 in on-site programs in 2013

### Things to Note

- Three new interns started; training completed the week of January 19th
- One intern in "marketing/graphics design" continuing from the Fall semester
- 2014 Volunteer report submitted for Zoo Society and NEW Zoo Annual Report
- Completed "revamp" of the Animal Adoption Program
  - O Worked throughout the month to get online sales of adoptions returned
  - O New packages include a free admission ticket and free ticket for feeding the giraffes
- Summer Zoo Camp registration opened January 12th over 75 registrations came through in January!
  - o We are doing registration as well as payments online this year so far successful and saves time!
- Two new volunteer Orientations held for 7 new volunteers

Departmental Openings Summary To: ED and REC COMMITTEE

From: GOLF COURSE

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Unfilled Reason
FTE - Mechanic	6/28/2013	New Job	Fill - Offer has been excepted	
2.8 LTE Seasonal	11/1/2014	Seasonal	Hiring	
1.8 LTE Summer	9/1/2014	Seasonal	Hiring	

Ex: Transfer, Wage, Working Conditions

### Golf Course Superintendent's Report

March 5, 2014

During the month of February here are a few highlights of things that were done:

- 1. Golf Course Update
  - a. Daily scouting has shown no ice on greens
  - b. Only concern now would be areas in fairways that are low and POA areas might die from all the freeze/thaw events.
  - c. Samples have been taken from #2 green and they look fine. See picture
  - d. Will continue to monitor and sample in the month of March.
- 2. Golf Course February Maintenance
  - a. Tree clean up continues
  - b. Started painting and cleaning all golf course accessories
    - i. Tee Markers
    - ii. Ball washers
    - iii. Benches
    - iv. Bunker rakes
  - c. Golf Course Equipment Maintenance
    - i. Reel sharpening
    - ii. Oil changes
    - iii. Pressure wash
- 3. Extra Land Update.
  - a. To be discussed at meeting



